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CITY COUNCIL

April 9, 2020

Special Meeting

1. Call to Order - 5:00 P.M. – Virtual meeting from remote locations
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Proclamation – Hear proclamation declaring the start of “Petoskey Unites”, a community initiative to greet and check-in with neighbors during the COVID-19 crisis
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) March 16, 2020 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since March 16, 2020
6. City Manager Updates
7. New Business
 - (a) Adoption of a proposed resolution that would authorize public bodies to conduct virtual meetings during the coronavirus pandemic
 - (b) Adoption of a proposed resolution creating a moratorium on issuing annual licenses for hotels, bed and breakfasts and short-term vacation rentals
8. Miscellaneous Public Comments
9. City Council Comments
10. Adjournment



Petoskey Unites

WHEREAS, the citizens of the City of Petoskey, along with the rest of Michigan, are facing an extraordinary time of disruption in their daily lives and routines due to the COVID-19 outbreak and the “Stay Home Stay Safe” Executive Order (EO 2020-21); and

WHEREAS, in addition to the physical health, the mental and emotional well-being for Petoskey residents is of paramount importance to the City Council and the community; and

WHEREAS, the Mayor and City Council feel it is important that the City provide a coordinated activity whereby all residents and families can come together in an effort to show unity for neighbors and friends:

NOW, THEREFORE, I, John Murphy, Mayor of Petoskey, do hereby proclaim the start of the “Petoskey Unites” community initiative where every Friday and Saturday evening at 7:00 P.M. residents and families are encouraged to come out of their homes, wave to neighbors, visually check in with each other, and generally provide comfort and safely interact with each other within the guidelines of proper social distancing.

Dated this 9th day of April, 2020

A handwritten signature in blue ink that reads "John Murphy". The signature is written over a solid black horizontal line.

Mayor John Murphy



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: April 9, 2020

PREPARED: April 7, 2020

AGENDA SUBJECT: Consent Agenda Resolution

RECOMMENDATION: That the City Council approve this proposed resolution

The City Council will be asked to adopt a resolution that would approve the following consent agenda items:

- (1) Draft minutes of the March 16, 2020 regular session City Council meetings; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since March 16, 2020 for contract and vendor claims at \$928,838.39, intergovernmental claims at \$0, and the March 19 and April 2 payrolls at \$403,663.30 for a total of \$1,332,501.69.

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Enclosures



CITY COUNCIL

March 16, 2020

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, March 16, 2020. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: John Murphy, Mayor
Kate Marshall, City Councilmember
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember

Absent: Suzanne Shumway, City Councilmember

Also in attendance were Clerk-Treasurer Alan Terry, City Planner Amy Tweeten, Public Safety Director Matthew Breed, and Executive Assistant Sarah Bek.

Hear Sexual Assault Awareness Month Proclamation

Mayor Murphy reviewed that the Women's Resource Center of Northern Michigan requested to declare April 2020 to be Sexual Assault Awareness Month. Mayor Murphy reviewed that the proclamation would recognize April as "Sexual Assault Awareness Month in Petoskey" and emphasize the City's commitment to this important issue. Mayor Murphy then read the following:

WHEREAS, sexual assault affects women, children and men of all racial, cultural and economic backgrounds; and

WHEREAS, in addition to the immediate physical and emotional costs, sexual assault may also have associated consequences of post-traumatic stress disorder, substance abuse, depression, homelessness, eating disorders and suicide; and

WHEREAS, sexual assault can be devastating for not only the survivor, but also for the family and friends of the survivor; and

WHEREAS, no one person, organization, agency or community can eliminate sexual assault on their own, but we can work together to educate our entire population about what can be done to prevent sexual assault, support victims/survivors and their significant others and increase support for agencies providing services to victims/survivors; and

WHEREAS, Sexual Assault Awareness Month provides an excellent opportunity for citizens to learn more about preventing sexual violence before it can start and to show support for the numerous organizations and individuals who provide critical advocacy, services and assistance to sexual assault survivors; and

WHEREAS, the City of Petoskey strongly supports the efforts of national, state, and local partners, and of every citizen, to actively engage in public and private efforts to prevent sexual violence. It's time for all of us to start conversations, take appropriate action and support one another to create a safer environment for all:

NOW, THEREFORE BE IT RESOLVED, that I, John Murphy, Mayor of the City of Petoskey, support efforts to eliminate sexual assault and hereby declare April 2020 to be in our city:

SEXUAL ASSAULT AWARENESS MONTH

Consent Agenda - Resolution No. 19385

Following introduction of the consent agenda for this meeting of March 16, 2020, City Councilmember Marshall moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the March 2, 2020 regular session City Council meeting be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since March 2, 2020 for contract and vendor claims at \$856,017.02, intergovernmental claims at \$0, and the March 5 payroll at \$201,637.42, for a total of \$1,057,654.44 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Hear Public Comment

Mayor Murphy asked for public comments and there were no comments.

Hear City Manager Updates

The City Clerk reported that the medical marihuana referendum on the March 10 ballot was defeated and reviewed timeline for applications; reviewed that the recreational marihuana initiative on the March 10 ballot was approved and staff is working with the City Attorney on ordinance language; that staff continues to discuss a potential solar array project for the Howard Road landfill with MPPA officials; that staff is working with consultants and the Environment Great Lakes and Energy (EGLE) officials on renewing the City's five-year Wastewater Treatment Plan discharge permit; that staff is working with the latest Little Traverse Leadership class on a potential solar lighting project for walkways or within parks and that the group may canvass Petoskey neighborhoods soliciting members for the VGP program, but has been delayed due to coronavirus outbreak; reviewed informational materials on the coronavirus outbreak that have been listed on the City's website; that downtown parking is not being enforced until April 6; that the Library is closed with minimal services; and that City Hall is closed to the public until April 17.

City Councilmembers inquired on the economic difficulty during the COVID-19 crisis and if the City has a policy in place regarding citizens paying utility bills and if a continuity services program is common or only during emergencies.

The City Clerk responded that utility customers should contact City Hall regarding payments and work with staff on a payment plan and that a continuity services plan is new and being discussed due to the crisis.

Mayor Murphy reported that he was contacted by the County to appoint a member to the Tax Allocation Board and asked Suzanne Shumway to serve and that no motion was required.

Parks and Recreation Appointment – Resolution 19386-19387

Mayor Murphy reviewed that City Council consider appointments to the Parks and Recreation Commission.

City Councilmember Walker moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the appointment of Jennifer Buchanan, 730 Lockwood Avenue, to the Parks and Recreation Commission for a two-year term ending January 2022.

Said resolution was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)
NAYS: None (0)

City Councilmember Marshall moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Jon Terry, 1019 East Mitchell Street, to the Parks and Recreation Commission for a two-year term ending January 2022.

Said resolution was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)
NAYS: None (0)

Postpone Second Reading of a Proposed Ordinance Amending Sections 1704(c) Off-street Parking Exception to General Provision and 2903(3) Site Requirements in the B-2A Transitional Business District

Mayor Murphy recommended tabling discussion and Councilmembers commented that parking exemption is dependent on rezoning and both matters would be tabled.

City Councilmembers concurred to postpone discussion until April 20.

Postpone Second Reading of a Proposed Ordinance to Rezone Properties at 112, 116, 118 and 124 East Mitchell Street from B-1 Local Business and O-S Office Service Districts to B-2A Transitional Business

City Councilmembers concurred to postpone discussion until April 20.

Postpone Update to Economic Development Strategic Plan

City Councilmembers concurred to postpone discussion until April 20.

Approve Slope Failure Study and Interlocal Agreement – Resolution No. 19388

The City Clerk reviewed that this is the second discussion regarding approval of a Slope Failure Study on the bluffs area near Arrowhead Shores in Resort Township; that the Resort Township Board approved supporting paying for 1/3 the costs of the study and requested that the City approach Emmet County to inquire if the County would be willing to fund a portion of the study; that the Emmet County Board voted 7-0 to approve the Interlocal Agreement; that the City received a \$14,700 grant from the Petoskey-Harbor Springs Area Community Foundation Little Traverse Bay Protection and Restoration Fund to help with project; and that the costs for each entity will be reduced to \$22,306.

City Councilmembers were thankful that the Emmet County Board of Commissioners approved the Interlocal Agreement.

City Councilmember Wagner moved that, seconded by City Councilmember Walker to approve the Slope Failure Study dated March 10, 2020 and the Interlocal Agreement with Resort Township and Emmet County to cost share funding on an \$81,620 Slope Failure Study with W.F. Baird & Associates, Madison, Wisconsin.

Said motion was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Authorize Pickleball Court Construction Contract – Resolution No. 19389

The City Clerk reviewed that in 2018, the City's Parks and Recreation Master Plan was updated and the desire for outdoor pickleball courts was one of the top three priorities based on community input; that staff has been coordinating with the Little Traverse Bay Pickleball Association to raise funds for the construction of the courts and that approximately \$82,000 has been raised through grant writing and fundraising efforts; that \$25,000 has been included in the 2020 CIP; and that overage costs will be made up via other projects that will be postponed or already completed under budget.

City Councilmember Marshall moved that, seconded by City Councilmember Wagner to authorize contracting with Elmer's Crane and Dozer, Inc., Petoskey, in the amount of \$132,000 for construction of two pickleball courts at Riverbend Park.

Said motion was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Authorize Motor Pool Purchase – Resolution No. 19390

The City Clerk reviewed that the City's 2020 Annual Budget included \$190,000 for the purchase of a heavy duty truck with chassis to accommodate a salt spreader, underbody scraper blade and front-mounted plow hitch to replace a 1998 dump truck and plow unit with approximately 3,500 hours.

City Councilmember Walker moved that, seconded by City Councilmember Marshall to authorize contracting with Truck and Trailer Specialties, Boyne Falls, through the Mi-Deal Program for the purchase and installation of plow attachments and salt spreader components, for the amount of \$73,756 and authorize purchase from Grand Traverse Diesel Service, Inc., Traverse City, for a heavy duty truck cab and chassis for the amount of \$121,000.

Said motion was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Council Comments

Mayor Murphy asked for Council comments and Councilmember Wagner thanked staff for their efforts in stepping up with the coronavirus crisis and that it is heartwarming to see that the City is doing their part during this uncertain time. Mayor Murphy emphasized the importance of practicing social distancing and reported that the next Council meeting is scheduled for April 20.

There being no further business to come before the City Council, this March 16, 2020, meeting of the City Council adjourned at 7:24 P.M.

John Murphy, Mayor

Sarah Bek, Deputy Clerk

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/20	03/12/2020	84890	Riordan, Joyce Kochans	271-790-802.000	180.00- V
03/20	03/13/2020	88483	ACH-EFTPS	701-000-230.200	5,341.61
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-236.219	381.75-
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-222.219	470.59
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-222.219	663.31
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-235.219	1,034.69
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-235.219	929.47
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-234.219	3,560.21
03/20	03/13/2020	88484	EMMET COUNTY BROWNFIELD	703-040-238.219	587.47
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-222.219	4,109.06
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-228.219	4,780.00
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-222.219	9,841.73
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-222.219	13,870.69
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-222.219	151.64
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-235.219	262.67
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-234.219	476.08
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-238.219	78.56
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-233.000	215.39
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-233.000	250.55
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-233.000	42.68
03/20	03/13/2020	88485	Emmet County Treasurer	703-040-233.000	60.22
03/20	03/18/2020	88493	ACH-CHILD SUPPORT	701-000-230.160	160.23
03/20	03/18/2020	88494	ACH-EFTPS	701-000-230.100	19,772.86
03/20	03/18/2020	88494	ACH-EFTPS	701-000-230.200	12,257.36
03/20	03/18/2020	88494	ACH-EFTPS	701-000-230.200	12,257.36
03/20	03/18/2020	88494	ACH-EFTPS	701-000-230.200	2,866.62
03/20	03/18/2020	88494	ACH-EFTPS	701-000-230.200	2,866.62
03/20	03/18/2020	88495	ACH-ICMA 457	701-000-230.700	2,168.03
03/20	03/18/2020	88495	ACH-ICMA 457	701-000-230.700	5,565.00
03/20	03/18/2020	88496	Aflac	701-000-230.180	728.62
03/20	03/18/2020	88497	Airgas USA LLC	661-598-785.000	25.66
03/20	03/18/2020	88497	Airgas USA LLC	661-598-785.000	54.86
03/20	03/18/2020	88498	Alro Steel Corporation	661-598-931.000	174.07
03/20	03/18/2020	88499	American Waste	582-593-930.000	170.00
03/20	03/18/2020	88499	American Waste	592-551-806.000	325.00
03/20	03/18/2020	88499	American Waste	101-770-802.000	97.20
03/20	03/18/2020	88499	American Waste	101-756-802.000	32.40
03/20	03/18/2020	88499	American Waste	101-754-802.000	82.80
03/20	03/18/2020	88499	American Waste	101-268-802.000	50.40
03/20	03/18/2020	88499	American Waste	101-265-802.000	97.20
03/20	03/18/2020	88499	American Waste	101-770-802.000	190.00
03/20	03/18/2020	88499	American Waste	101-528-775.000	251.75
03/20	03/18/2020	88499	American Waste	582-586-802.000	125.00
03/20	03/18/2020	88499	American Waste	582-593-775.000	126.75
03/20	03/18/2020	88500	American Water Works Assoc.	592-549-915.000	224.00
03/20	03/18/2020	88501	Amerigas	661-598-931.000	57.11
03/20	03/18/2020	88502	AT & T MOBILITY	514-587-920.000	450.97
03/20	03/18/2020	88503	AT&T	592-558-920.000	242.48
03/20	03/18/2020	88503	AT&T	592-560-850.000	489.33
03/20	03/18/2020	88504	Atchison Paper & Supply	271-790-752.000	123.64
03/20	03/18/2020	88505	Ballard's Plumbing & Heating	101-268-802.000	1,258.35
03/20	03/18/2020	88506	Blue Care Network	101-172-724.000	364.12
03/20	03/18/2020	88506	Blue Care Network	101-201-724.000	3,422.78
03/20	03/18/2020	88506	Blue Care Network	101-215-724.000	364.12
03/20	03/18/2020	88506	Blue Care Network	101-265-724.000	502.49
03/20	03/18/2020	88506	Blue Care Network	101-268-724.000	1,081.45

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/20	03/18/2020	88506	Blue Care Network	101-345-724.000	10,341.18
03/20	03/18/2020	88506	Blue Care Network	101-400-724.000	582.60
03/20	03/18/2020	88506	Blue Care Network	101-441-724.000	1,529.33
03/20	03/18/2020	88506	Blue Care Network	101-754-724.000	491.57
03/20	03/18/2020	88506	Blue Care Network	101-756-724.000	1,347.26
03/20	03/18/2020	88506	Blue Care Network	101-770-724.000	2,366.81
03/20	03/18/2020	88506	Blue Care Network	101-773-724.000	371.41
03/20	03/18/2020	88506	Blue Care Network	101-789-724.000	757.38
03/20	03/18/2020	88506	Blue Care Network	271-790-724.000	4,151.02
03/20	03/18/2020	88506	Blue Care Network	514-587-724.000	364.12
03/20	03/18/2020	88506	Blue Care Network	582-588-724.000	4,515.16
03/20	03/18/2020	88506	Blue Care Network	592-549-724.000	1,092.38
03/20	03/18/2020	88506	Blue Care Network	592-560-724.000	1,092.38
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	101-172-724.000	943.69
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	101-201-724.000	393.21
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	101-208-724.000	764.75
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	101-345-724.000	7,655.49
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	101-441-724.000	1,572.82
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	204-481-724.000	2,909.72
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	271-790-724.000	393.21
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	514-587-724.000	786.42
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	592-549-724.000	3,517.18
03/20	03/18/2020	88507	BLUE CROSS\BLUE SHIELD - MICH.	592-560-724.000	393.21
03/20	03/18/2020	88508	Bobcat of Lansing	661-598-931.000	65.40
03/20	03/18/2020	88508	Bobcat of Lansing	661-598-931.000	40.23
03/20	03/18/2020	88509	Brown Motors Inc.	661-598-932.000	6,953.78
03/20	03/18/2020	88510	Carter's Imagewear & Awards	101-789-775.000	244.00
03/20	03/18/2020	88511	Center Point Large Print	271-790-760.000	25.87
03/20	03/18/2020	88512	Char-Em United Way	701-000-230.800	75.00
03/20	03/18/2020	88513	CHARLEVOIX PUBLIC LIBRARY	271-790-955.000	22.99
03/20	03/18/2020	88514	Charlevoix-Emmet ISD	703-040-234.219	74,441.87
03/20	03/18/2020	88514	Charlevoix-Emmet ISD	703-040-233.000	323.21
03/20	03/18/2020	88515	Cintas Corp #729	592-554-802.000	45.45
03/20	03/18/2020	88515	Cintas Corp #729	101-268-802.000	15.54
03/20	03/18/2020	88515	Cintas Corp #729	582-593-930.000	9.07
03/20	03/18/2020	88515	Cintas Corp #729	204-481-767.000	56.53
03/20	03/18/2020	88515	Cintas Corp #729	582-588-767.000	56.73
03/20	03/18/2020	88515	Cintas Corp #729	592-560-767.000	34.40
03/20	03/18/2020	88515	Cintas Corp #729	592-549-767.000	34.41
03/20	03/18/2020	88516	Consumers Energy	592-558-920.000	453.37
03/20	03/18/2020	88516	Consumers Energy	592-558-920.000	667.53
03/20	03/18/2020	88516	Consumers Energy	592-558-920.000	179.72
03/20	03/18/2020	88516	Consumers Energy	592-558-920.000	182.44
03/20	03/18/2020	88516	Consumers Energy	582-584-802.000	3,812.50
03/20	03/18/2020	88517	CynergyComm.net Inc.	271-790-850.000	262.59
03/20	03/18/2020	88518	Dearborn Life Insurance Co	701-000-230.190	1,990.57
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-172-724.000	19.16
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-201-724.000	44.89
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-208-724.000	19.16
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-215-724.000	21.35
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-265-724.000	4.79
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-268-724.000	11.98
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-345-724.000	523.32
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-400-724.000	11.50
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-441-724.000	32.57
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-754-724.000	5.27

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-756-724.000	16.29
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-770-724.000	35.45
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-773-724.000	5.75
03/20	03/18/2020	88518	Dearborn Life Insurance Co	101-789-724.000	10.54
03/20	03/18/2020	88518	Dearborn Life Insurance Co	204-481-724.000	66.24
03/20	03/18/2020	88518	Dearborn Life Insurance Co	271-790-724.000	69.25
03/20	03/18/2020	88518	Dearborn Life Insurance Co	514-587-724.000	32.77
03/20	03/18/2020	88518	Dearborn Life Insurance Co	582-588-724.000	54.13
03/20	03/18/2020	88518	Dearborn Life Insurance Co	592-549-724.000	56.32
03/20	03/18/2020	88518	Dearborn Life Insurance Co	592-560-724.000	19.16
03/20	03/18/2020	88519	Decka Digital LLC	101-756-808.010	415.00
03/20	03/18/2020	88520	Dell Marketing L.P.	101-789-775.000	1,515.33
03/20	03/18/2020	88520	Dell Marketing L.P.	101-773-775.000	1,515.33
03/20	03/18/2020	88520	Dell Marketing L.P.	101-770-775.000	1,283.22
03/20	03/18/2020	88520	Dell Marketing L.P.	101-228-775.000	1,263.94
03/20	03/18/2020	88521	Derrer Oil Co.	661-598-759.000	2,101.62
03/20	03/18/2020	88522	Dunkel Excavating Services Inc.	514-587-802.000	1,925.00
03/20	03/18/2020	88522	Dunkel Excavating Services Inc.	202-479-802.000	102.50
03/20	03/18/2020	88522	Dunkel Excavating Services Inc.	203-479-802.000	102.50
03/20	03/18/2020	88522	Dunkel Excavating Services Inc.	101-345-802.100	410.00
03/20	03/18/2020	88523	Dunn's Business Solutions	101-268-775.000	85.54
03/20	03/18/2020	88524	Etna Supply	592-010-111.000	695.00
03/20	03/18/2020	88524	Etna Supply	592-010-111.000	5,290.00
03/20	03/18/2020	88524	Etna Supply	592-010-111.000	308.00
03/20	03/18/2020	88525	Fastenal Company	582-586-775.000	20.45
03/20	03/18/2020	88525	Fastenal Company	202-475-775.000	7.14
03/20	03/18/2020	88525	Fastenal Company	202-475-775.000	20.83
03/20	03/18/2020	88525	Fastenal Company	203-475-775.000	20.83
03/20	03/18/2020	88525	Fastenal Company	592-537-775.000	41.75
03/20	03/18/2020	88526	Gibby's Garage	661-598-931.000	748.00
03/20	03/18/2020	88526	Gibby's Garage	661-598-932.000	714.00
03/20	03/18/2020	88526	Gibby's Garage	101-770-802.000	102.00
03/20	03/18/2020	88526	Gibby's Garage	582-593-930.000	238.00
03/20	03/18/2020	88526	Gibby's Garage	661-598-931.000	102.00
03/20	03/18/2020	88526	Gibby's Garage	661-598-932.000	1,292.00
03/20	03/18/2020	88526	Gibby's Garage	582-593-930.000	408.00
03/20	03/18/2020	88527	Gibson Excavating LLC	592-545-802.000	2,125.00
03/20	03/18/2020	88528	Ginop Sales Inc.	661-598-931.000	18.83
03/20	03/18/2020	88528	Ginop Sales Inc.	661-598-931.000	50.66
03/20	03/18/2020	88529	Great Lakes Energy	592-558-920.000	81.63
03/20	03/18/2020	88529	Great Lakes Energy	592-558-920.000	94.98
03/20	03/18/2020	88529	Great Lakes Energy	101-345-920.100	383.49
03/20	03/18/2020	88529	Great Lakes Energy	592-538-920.000	392.02
03/20	03/18/2020	88529	Great Lakes Energy	592-558-920.000	113.86
03/20	03/18/2020	88530	Greenwell Machine Shop	101-268-930.000	2,621.30
03/20	03/18/2020	88531	Greenwood Cemetery	703-040-238.219	12,284.98
03/20	03/18/2020	88531	Greenwood Cemetery	703-040-233.000	53.36
03/20	03/18/2020	88532	Haley's Plumbing & Heating	582-584-802.000	904.38
03/20	03/18/2020	88533	Home Depot	101-789-775.000	1,044.00
03/20	03/18/2020	88533	Home Depot	101-754-775.000	2,088.00
03/20	03/18/2020	88533	Home Depot	101-773-775.000	348.75
03/20	03/18/2020	88534	Hubbell Roth & Clark Inc.	592-549-802.000	1,277.45
03/20	03/18/2020	88535	ICMA-ROTH	701-000-230.900	695.00
03/20	03/18/2020	88536	Ingram Library Services	271-790-760.000	1,900.54
03/20	03/18/2020	88536	Ingram Library Services	271-790-760.100	1,837.60
03/20	03/18/2020	88536	Ingram Library Services	271-790-760.200	136.73

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03/20	03/18/2020	88537	Jerry's Garage	661-598-932.000	147.60
03/20	03/18/2020	88538	John E. Reid & Associates Inc.	101-345-912.000	130.00
03/20	03/18/2020	88539	LexisNexis Risk Data Management Inc.	514-587-802.000	150.00
03/20	03/18/2020	88540	McLaren Northern Mich Hospital	101-345-802.000	18.39
03/20	03/18/2020	88541	MEYERSON, VALERIE	271-790-912.000	864.22
03/20	03/18/2020	88542	Norgaard, James	271-790-958.100	150.00
03/20	03/18/2020	88543	North Central Mich. College	703-040-235.219	21,636.24
03/20	03/18/2020	88543	North Central Mich. College	703-040-235.219	19,436.62
03/20	03/18/2020	88543	North Central Mich. College	703-040-233.000	178.34
03/20	03/18/2020	88544	Northern Copy Express Inc.	101-265-802.000	329.63
03/20	03/18/2020	88545	Northern Michigan Law Enforcement	101-345-912.000	125.00
03/20	03/18/2020	88546	OCLC Inc.	271-790-802.000	79.00
03/20	03/18/2020	88547	Pendo	271-790-752.000	141.80
03/20	03/18/2020	88548	Performance Painting	592-537-802.000	679.00
03/20	03/18/2020	88549	Petoskey Band Boosters	248-739-880.200	500.00
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-236.219	9,821.95
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-237.219	740.87
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-237.219	1,184.28
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-237.219	533.74
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-233.000	524.87
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-233.000	38.83
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-233.000	62.07
03/20	03/18/2020	88550	Petoskey Public Schools	703-040-233.000	27.98
03/20	03/18/2020	88551	PhoneGuide	271-790-905.000	283.00
03/20	03/18/2020	88552	Pioneer Manufacturing Co.	101-756-775.000	3,551.10
03/20	03/18/2020	88553	Police and Firemen's Insurance	701-000-230.185	379.38
03/20	03/18/2020	88553	Police and Firemen's Insurance	701-000-230.185	4.00
03/20	03/18/2020	88554	Pro Image Design	661-020-142.000	425.00
03/20	03/18/2020	88554	Pro Image Design	101-770-802.000	175.00
03/20	03/18/2020	88555	Proclean North	582-593-930.000	1,396.50
03/20	03/18/2020	88556	Range Telecommunications	204-481-850.000	60.00
03/20	03/18/2020	88556	Range Telecommunications	101-756-850.000	20.00
03/20	03/18/2020	88556	Range Telecommunications	582-593-850.000	72.75
03/20	03/18/2020	88556	Range Telecommunications	592-549-850.000	72.75
03/20	03/18/2020	88556	Range Telecommunications	592-560-850.000	72.80
03/20	03/18/2020	88557	Renkes, Tom	248-739-880.200	150.00
03/20	03/18/2020	88558	Spectrum Business	582-593-850.000	37.15
03/20	03/18/2020	88558	Spectrum Business	101-172-850.000	125.75
03/20	03/18/2020	88558	Spectrum Business	101-201-850.000	67.07
03/20	03/18/2020	88558	Spectrum Business	101-208-850.000	41.92
03/20	03/18/2020	88558	Spectrum Business	101-257-850.000	41.92
03/20	03/18/2020	88558	Spectrum Business	101-215-850.000	33.54
03/20	03/18/2020	88558	Spectrum Business	101-345-850.000	92.23
03/20	03/18/2020	88558	Spectrum Business	101-400-850.000	41.92
03/20	03/18/2020	88558	Spectrum Business	101-441-850.000	75.46
03/20	03/18/2020	88558	Spectrum Business	101-756-850.000	50.31
03/20	03/18/2020	88558	Spectrum Business	204-481-850.000	25.15
03/20	03/18/2020	88558	Spectrum Business	204-481-850.000	25.15
03/20	03/18/2020	88558	Spectrum Business	582-588-850.000	83.84
03/20	03/18/2020	88558	Spectrum Business	582-593-850.000	33.54
03/20	03/18/2020	88558	Spectrum Business	592-549-850.000	50.31
03/20	03/18/2020	88558	Spectrum Business	592-560-850.000	50.31
03/20	03/18/2020	88559	State of Michigan Dept of Transportation	592-020-342.000	2,582.50
03/20	03/18/2020	88559	State of Michigan Dept of Transportation	592-025-343.000	661.25
03/20	03/18/2020	88559	State of Michigan Dept of Transportation	582-020-360.000	42.34
03/20	03/18/2020	88560	Sweep Shop, The	271-790-752.000	238.65

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03/20	03/18/2020	88561	Tailor Shop, The	514-587-885.000	20.00
03/20	03/18/2020	88562	Truck & Trailer Specialties	661-598-931.000	208.95
03/20	03/18/2020	88562	Truck & Trailer Specialties	661-598-931.000	208.95-
03/20	03/18/2020	88563	Up North Service LLC	204-550-802.000	275.00
03/20	03/18/2020	88563	Up North Service LLC	204-550-802.000	490.00
03/20	03/18/2020	88564	UPS Store, The	582-586-802.000	14.67
03/20	03/18/2020	88564	UPS Store, The	582-586-802.000	4.85
03/20	03/18/2020	88565	Verizon Wireless	592-538-920.000	280.07
03/20	03/18/2020	88565	Verizon Wireless	101-345-850.000	80.50
03/20	03/18/2020	88565	Verizon Wireless	592-538-850.000	80.02
03/20	03/18/2020	88566	Walters Sharpening Service Inc.	582-588-785.000	78.89
03/20	03/18/2020	88567	WESCO RECEIVABLES CORP.	582-010-111.000	19,577.00
03/20	03/18/2020	88568	Englebrecht, Robert	101-257-802.100	3,750.00
03/20	03/18/2020	88569	Municipal Underwriters of West MI	101-268-937.000	3,590.30
03/20	03/18/2020	88569	Municipal Underwriters of West MI	101-345-937.000	9,674.12
03/20	03/18/2020	88569	Municipal Underwriters of West MI	101-770-937.000	3,938.42
03/20	03/18/2020	88569	Municipal Underwriters of West MI	101-773-937.000	232.05
03/20	03/18/2020	88569	Municipal Underwriters of West MI	101-756-937.000	318.60
03/20	03/18/2020	88569	Municipal Underwriters of West MI	101-789-937.000	4,316.09
03/20	03/18/2020	88569	Municipal Underwriters of West MI	204-481-937.000	2,124.44
03/20	03/18/2020	88569	Municipal Underwriters of West MI	271-790-937.000	4,627.22
03/20	03/18/2020	88569	Municipal Underwriters of West MI	582-588-937.000	12,967.69
03/20	03/18/2020	88569	Municipal Underwriters of West MI	582-593-937.000	1,042.65
03/20	03/18/2020	88569	Municipal Underwriters of West MI	592-549-937.000	3,637.96
03/20	03/18/2020	88569	Municipal Underwriters of West MI	592-560-937.000	9,237.73
03/20	03/18/2020	88569	Municipal Underwriters of West MI	661-598-937.000	62,242.73
03/20	03/25/2020	88575	Alpine Power Systems	582-020-360.000	276.64
03/20	03/25/2020	88575	Alpine Power Systems	582-020-360.000	677.15
03/20	03/25/2020	88576	AT&T	592-538-850.000	251.47
03/20	03/25/2020	88577	CCP Industries Inc.	204-481-767.000	110.00
03/20	03/25/2020	88577	CCP Industries Inc.	661-598-767.000	54.80
03/20	03/25/2020	88577	CCP Industries Inc.	592-560-767.000	54.83
03/20	03/25/2020	88578	Consumers Energy	592-558-920.000	86.37
03/20	03/25/2020	88578	Consumers Energy	592-558-920.000	193.27
03/20	03/25/2020	88578	Consumers Energy	592-558-920.000	217.74
03/20	03/25/2020	88578	Consumers Energy	592-558-920.000	156.60
03/20	03/25/2020	88578	Consumers Energy	592-558-920.000	139.53
03/20	03/25/2020	88578	Consumers Energy	202-475-920.000	90.56
03/20	03/25/2020	88579	Culbertson, Linda K	271-790-802.000	450.00
03/20	03/25/2020	88580	Delta Dental	101-172-724.000	49.97
03/20	03/25/2020	88580	Delta Dental	101-201-724.000	220.01
03/20	03/25/2020	88580	Delta Dental	101-208-724.000	40.77
03/20	03/25/2020	88580	Delta Dental	101-215-724.000	1.58
03/20	03/25/2020	88580	Delta Dental	101-265-724.000	23.81
03/20	03/25/2020	88580	Delta Dental	101-268-724.000	47.86
03/20	03/25/2020	88580	Delta Dental	101-345-724.000	882.40
03/20	03/25/2020	88580	Delta Dental	101-400-724.000	31.86
03/20	03/25/2020	88580	Delta Dental	101-441-724.000	176.68
03/20	03/25/2020	88580	Delta Dental	101-754-724.000	24.88
03/20	03/25/2020	88580	Delta Dental	101-756-724.000	74.37
03/20	03/25/2020	88580	Delta Dental	101-770-724.000	122.90
03/20	03/25/2020	88580	Delta Dental	101-773-724.000	16.00
03/20	03/25/2020	88580	Delta Dental	101-789-724.000	32.03
03/20	03/25/2020	88580	Delta Dental	204-481-724.000	131.51
03/20	03/25/2020	88580	Delta Dental	271-790-724.000	222.79
03/20	03/25/2020	88580	Delta Dental	514-587-724.000	37.10

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03/20	03/25/2020	88580	Delta Dental	582-588-724.000	231.49
03/20	03/25/2020	88580	Delta Dental	592-549-724.000	239.98
03/20	03/25/2020	88580	Delta Dental	592-560-724.000	75.01
03/20	03/25/2020	88580	Delta Dental	701-000-230.110	1,476.12
03/20	03/25/2020	88581	Derrer Oil Co.	661-598-759.000	1,358.21
03/20	03/25/2020	88582	DTE Energy	592-538-920.000	64.91
03/20	03/25/2020	88582	DTE Energy	101-265-924.000	768.98
03/20	03/25/2020	88582	DTE Energy	582-593-924.000	1,966.80
03/20	03/25/2020	88582	DTE Energy	101-773-924.000	37.48
03/20	03/25/2020	88582	DTE Energy	101-265-924.000	197.50
03/20	03/25/2020	88582	DTE Energy	592-538-920.000	112.60
03/20	03/25/2020	88582	DTE Energy	271-790-924.000	821.48
03/20	03/25/2020	88582	DTE Energy	101-268-924.000	1,352.86
03/20	03/25/2020	88582	DTE Energy	101-770-924.000	399.32
03/20	03/25/2020	88582	DTE Energy	514-587-802.100	155.70
03/20	03/25/2020	88582	DTE Energy	592-538-920.000	179.22
03/20	03/25/2020	88582	DTE Energy	101-345-920.000	1,232.69
03/20	03/25/2020	88582	DTE Energy	592-551-920.000	3,525.14
03/20	03/25/2020	88582	DTE Energy	592-551-920.000	2,463.82
03/20	03/25/2020	88582	DTE Energy	271-790-924.000	366.09
03/20	03/25/2020	88582	DTE Energy	592-555-920.000	42.03
03/20	03/25/2020	88583	Dunn's Business Solutions	101-268-775.000	52.55
03/20	03/25/2020	88584	Insulations by Mike	592-537-802.000	301.00
03/20	03/25/2020	88585	KSS Enterprises	271-790-752.000	428.51
03/20	03/25/2020	88585	KSS Enterprises	101-770-775.000	110.34
03/20	03/25/2020	88586	Lowery Underground Service	582-598-802.000	6,636.00
03/20	03/25/2020	88586	Lowery Underground Service	582-586-802.000	2,935.00
03/20	03/25/2020	88587	Michigan Municipal League	701-000-230.201	1,716.98
03/20	03/25/2020	88588	Nevco Sports LLC	101-756-985.000	3,899.98
03/20	03/25/2020	88589	North Central Mich. College	101-770-751.000	100.00
03/20	03/25/2020	88590	Northern Safety Co. Inc.	101-770-775.000	859.22
03/20	03/25/2020	88591	Omnipark Inc.	514-587-970.000	825.00
03/20	03/25/2020	88592	Peninsula Fiber Network LLC	271-790-850.000	133.80
03/20	03/25/2020	88592	Peninsula Fiber Network LLC	101-228-850.000	446.00
03/20	03/25/2020	88593	Petoskey Youth Volleyball	101-756-808.150	1,332.00
03/20	03/25/2020	88594	Power Line Supply	582-592-775.000	733.09
03/20	03/25/2020	88594	Power Line Supply	582-586-775.000	43.18
03/20	03/25/2020	88594	Power Line Supply	582-586-775.000	160.00
03/20	03/25/2020	88594	Power Line Supply	582-010-111.000	2,510.28
03/20	03/25/2020	88594	Power Line Supply	582-586-775.000	183.75
03/20	03/25/2020	88594	Power Line Supply	582-010-111.000	580.00
03/20	03/25/2020	88594	Power Line Supply	582-586-775.000	230.00
03/20	03/25/2020	88595	Proclean North	592-554-802.000	786.50
03/20	03/25/2020	88596	Sadjak Contractor	247-751-802.000	134,978.19
03/20	03/25/2020	88597	SiteOne Landscape Supply	101-754-775.000	197.30
03/20	03/25/2020	88598	Solutions Electric Inc.	592-554-802.000	448.70
03/20	03/25/2020	88599	Spectrum Business	101-345-850.000	66.65
03/20	03/25/2020	88599	Spectrum Business	101-345-850.100	178.60
03/20	03/25/2020	88599	Spectrum Business	514-587-802.100	122.17
03/20	03/25/2020	88599	Spectrum Business	101-770-850.000	104.98
03/20	03/25/2020	88600	Staples Advantage	101-215-751.000	16.30
03/20	03/25/2020	88600	Staples Advantage	101-268-775.000	151.83
03/20	03/25/2020	88600	Staples Advantage	101-262-751.000	2.40
03/20	03/25/2020	88600	Staples Advantage	101-268-775.000	369.20
03/20	03/25/2020	88600	Staples Advantage	101-770-751.000	38.68
03/20	03/25/2020	88600	Staples Advantage	101-756-751.000	38.68

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03/20	03/25/2020	88601	Tailor Shop, The	101-345-775.000	30.00
03/20	03/25/2020	88602	Tele-Rad Inc.	661-020-142.000	440.35
03/20	03/25/2020	88603	Todd Wenzel Buick GMC	661-020-142.000	29,841.75
03/20	03/25/2020	88603	Todd Wenzel Buick GMC	661-020-142.000	29,841.75
03/20	03/25/2020	88603	Todd Wenzel Buick GMC	661-020-142.000	29,972.50
03/20	03/25/2020	88604	Urban Accessories	101-770-802.100	4,088.50
03/20	03/25/2020	88605	VSP	101-172-724.000	26.88
03/20	03/25/2020	88605	VSP	101-201-724.000	95.76
03/20	03/25/2020	88605	VSP	101-208-724.000	19.88
03/20	03/25/2020	88605	VSP	101-215-724.000	39.76
03/20	03/25/2020	88605	VSP	101-265-724.000	11.98
03/20	03/25/2020	88605	VSP	101-268-724.000	23.32
03/20	03/25/2020	88605	VSP	101-345-724.000	448.58
03/20	03/25/2020	88605	VSP	101-400-724.000	16.46
03/20	03/25/2020	88605	VSP	101-441-724.000	80.53
03/20	03/25/2020	88605	VSP	101-754-724.000	13.24
03/20	03/25/2020	88605	VSP	101-756-724.000	36.57
03/20	03/25/2020	88605	VSP	101-770-724.000	65.24
03/20	03/25/2020	88605	VSP	101-773-724.000	8.06
03/20	03/25/2020	88605	VSP	101-789-724.000	15.62
03/20	03/25/2020	88605	VSP	204-481-724.000	66.64
03/20	03/25/2020	88605	VSP	271-790-724.000	117.04
03/20	03/25/2020	88605	VSP	514-587-724.000	31.92
03/20	03/25/2020	88605	VSP	582-588-724.000	114.24
03/20	03/25/2020	88605	VSP	592-549-724.000	117.88
03/20	03/25/2020	88605	VSP	592-560-724.000	39.76
04/20	04/01/2020	88608	Access Locksmithing Inc.	271-790-930.000	75.00
04/20	04/01/2020	88609	ACH-CHILD SUPPORT	701-000-230.160	160.23
04/20	04/01/2020	88610	ACH-EFTPS	701-000-230.100	19,042.09
04/20	04/01/2020	88610	ACH-EFTPS	701-000-230.200	11,867.04
04/20	04/01/2020	88610	ACH-EFTPS	701-000-230.200	11,867.04
04/20	04/01/2020	88610	ACH-EFTPS	701-000-230.200	2,775.38
04/20	04/01/2020	88610	ACH-EFTPS	701-000-230.200	2,775.38
04/20	04/01/2020	88611	ACH-ICMA 457	701-000-230.700	2,132.95
04/20	04/01/2020	88611	ACH-ICMA 457	701-000-230.700	5,565.00
04/20	04/01/2020	88612	AllMax Software Inc.	592-560-802.000	1,500.00
04/20	04/01/2020	88613	American Water Works Assoc.	592-549-915.000	224.00
04/20	04/01/2020	88614	Ballard's Plumbing & Heating	582-593-930.000	3,408.44
04/20	04/01/2020	88614	Ballard's Plumbing & Heating	271-790-930.000	136.36
04/20	04/01/2020	88614	Ballard's Plumbing & Heating	271-790-930.000	325.42
04/20	04/01/2020	88614	Ballard's Plumbing & Heating	271-790-930.000	157.50
04/20	04/01/2020	88614	Ballard's Plumbing & Heating	101-268-802.000	478.99
04/20	04/01/2020	88614	Ballard's Plumbing & Heating	101-773-931.000	13.50
04/20	04/01/2020	88615	Barrette, Terry	204-481-850.000	120.00
04/20	04/01/2020	88616	Bek, Sarah	101-172-850.000	120.00
04/20	04/01/2020	88617	Benchmark Engineering Inc.	204-481-802.000	605.00
04/20	04/01/2020	88618	Blevins, Jeanne Suzette	271-790-802.000	120.00
04/20	04/01/2020	88619	Breed, Matthew	101-345-850.000	120.00
04/20	04/01/2020	88620	Canada, Kathryn Lee	271-790-802.000	450.00
04/20	04/01/2020	88621	Center Point Large Print	271-790-760.000	80.41
04/20	04/01/2020	88622	Char-Em United Way	701-000-230.800	75.00
04/20	04/01/2020	88623	Cintas Corp #729	582-593-930.000	33.72
04/20	04/01/2020	88623	Cintas Corp #729	204-481-767.000	111.70
04/20	04/01/2020	88623	Cintas Corp #729	582-588-767.000	56.73
04/20	04/01/2020	88623	Cintas Corp #729	592-560-767.000	34.40
04/20	04/01/2020	88623	Cintas Corp #729	592-549-767.000	34.41

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/20	04/01/2020	88623	Cintas Corp #729	582-593-930.000	33.72
04/20	04/01/2020	88623	Cintas Corp #729	204-481-767.000	60.04
04/20	04/01/2020	88623	Cintas Corp #729	582-588-767.000	60.25
04/20	04/01/2020	88623	Cintas Corp #729	592-560-767.000	30.89
04/20	04/01/2020	88623	Cintas Corp #729	592-549-767.000	30.89
04/20	04/01/2020	88623	Cintas Corp #729	592-554-802.000	45.45
04/20	04/01/2020	88623	Cintas Corp #729	101-268-802.000	15.54
04/20	04/01/2020	88623	Cintas Corp #729	582-593-930.000	9.07
04/20	04/01/2020	88623	Cintas Corp #729	204-481-767.000	60.04
04/20	04/01/2020	88623	Cintas Corp #729	582-588-767.000	60.25
04/20	04/01/2020	88623	Cintas Corp #729	592-560-767.000	30.89
04/20	04/01/2020	88623	Cintas Corp #729	592-549-767.000	30.89
04/20	04/01/2020	88624	Collias-Glaser, Hellene Kay	271-790-802.000	390.00
04/20	04/01/2020	88625	Collick, Steven	592-549-785.000	6.17
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	51.52
04/20	04/01/2020	88626	Complete Paint & Supplies	101-754-775.000	69.47
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	69.96
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	133.47
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	71.00
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	2.99
04/20	04/01/2020	88626	Complete Paint & Supplies	101-754-775.000	145.22
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	11.50
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	60.53
04/20	04/01/2020	88626	Complete Paint & Supplies	101-770-775.000	40.25
04/20	04/01/2020	88627	Concord Inspection LLC	661-598-932.000	1,300.00
04/20	04/01/2020	88628	Conti, Joseph	101-268-850.000	120.00
04/20	04/01/2020	88629	Conway Towing & Recovery Inc.	661-598-932.000	625.00
04/20	04/01/2020	88630	Davis, Jeff	582-588-850.000	120.00
04/20	04/01/2020	88631	Dell Marketing L.P.	101-228-802.000	7,491.70
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	101-215-801.000	769.28
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	204-481-801.000	72.88
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	204-481-801.000	31.01
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	204-481-801.000	140.90
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	271-790-801.000	130.38
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	211-441-802.000	146.19
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	514-587-801.000	71.31
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	582-598-802.000	1,046.85
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	592-549-802.000	221.54
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	592-560-802.000	280.79
04/20	04/01/2020	88632	DENNIS GARTLAND & NIERGARTH	661-598-801.000	88.87
04/20	04/01/2020	88633	Derrer Oil Co.	661-598-759.000	1,247.82
04/20	04/01/2020	88634	Detection Instruments Corporation	592-558-775.000	462.65
04/20	04/01/2020	88634	Detection Instruments Corporation	592-556-775.000	462.65
04/20	04/01/2020	88634	Detection Instruments Corporation	592-555-775.000	462.65
04/20	04/01/2020	88634	Detection Instruments Corporation	592-551-775.000	462.66
04/20	04/01/2020	88635	Drost Landscape	101-770-802.100	1,751.34
04/20	04/01/2020	88636	DTE Energy	101-345-920.100	1,264.04
04/20	04/01/2020	88636	DTE Energy	592-558-920.000	37.48
04/20	04/01/2020	88636	DTE Energy	592-538-920.000	76.02
04/20	04/01/2020	88637	Ducastel, Barbara	271-790-802.000	60.00
04/20	04/01/2020	88638	Elliott, Sherrie	592-560-850.000	120.00
04/20	04/01/2020	88639	Emmet Co. Dept of Public Works	514-587-802.100	50.00
04/20	04/01/2020	88639	Emmet Co. Dept of Public Works	271-790-802.000	659.00
04/20	04/01/2020	88640	Englebrecht, Robert	101-257-802.100	3,750.00
04/20	04/01/2020	88641	Evashevski, Marion Brown	271-790-802.000	90.00
04/20	04/01/2020	88642	Fate, Jason	101-441-850.000	120.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/20	04/01/2020	88643	Ferguson Enterprises LLC #2000	101-268-930.000	85.74
04/20	04/01/2020	88643	Ferguson Enterprises LLC #2000	101-268-930.000	.03-
04/20	04/01/2020	88643	Ferguson Enterprises LLC #2000	101-268-775.000	41.94
04/20	04/01/2020	88644	Flynn, Martin	592-549-850.000	120.00
04/20	04/01/2020	88645	Fraternal Order of Police	701-000-230.400	924.00
04/20	04/01/2020	88646	Gale/Cengage Learning	271-790-760.000	20.79
04/20	04/01/2020	88646	Gale/Cengage Learning	271-790-760.000	45.48
04/20	04/01/2020	88646	Gale/Cengage Learning	271-790-760.000	20.79
04/20	04/01/2020	88646	Gale/Cengage Learning	271-790-760.000	20.14
04/20	04/01/2020	88646	Gale/Cengage Learning	271-790-760.000	46.14
04/20	04/01/2020	88647	Gempler's	101-770-775.000	433.89
04/20	04/01/2020	88647	Gempler's	101-770-775.000	59.99
04/20	04/01/2020	88647	Gempler's	101-770-775.000	144.96
04/20	04/01/2020	88648	Gibby's Garage	582-593-930.000	34.00
04/20	04/01/2020	88648	Gibby's Garage	661-598-931.000	646.00
04/20	04/01/2020	88648	Gibby's Garage	661-598-932.000	68.00
04/20	04/01/2020	88648	Gibby's Garage	582-593-930.000	68.00
04/20	04/01/2020	88648	Gibby's Garage	661-598-931.000	238.00
04/20	04/01/2020	88648	Gibby's Garage	661-598-932.000	544.00
04/20	04/01/2020	88648	Gibby's Garage	582-593-930.000	102.00
04/20	04/01/2020	88648	Gibby's Garage	661-598-931.000	238.00
04/20	04/01/2020	88648	Gibby's Garage	661-598-932.000	1,020.00
04/20	04/01/2020	88649	Goodman, Becky	248-540-882.180	22.65
04/20	04/01/2020	88649	Goodman, Becky	248-739-886.100	53.00
04/20	04/01/2020	88649	Goodman, Becky	514-587-912.000	421.37
04/20	04/01/2020	88650	Gordon Food Service	101-770-771.000	27.99-
04/20	04/01/2020	88650	Gordon Food Service	101-770-771.000	6.49-
04/20	04/01/2020	88650	Gordon Food Service	101-770-771.000	78.99-
04/20	04/01/2020	88650	Gordon Food Service	101-345-775.000	25.37
04/20	04/01/2020	88650	Gordon Food Service	101-268-775.000	11.97
04/20	04/01/2020	88650	Gordon Food Service	101-345-775.000	265.00
04/20	04/01/2020	88650	Gordon Food Service	101-770-775.000	6.99
04/20	04/01/2020	88650	Gordon Food Service	101-770-775.000	15.58
04/20	04/01/2020	88651	Great Lakes Pipe & Supply	592-537-775.000	39.04
04/20	04/01/2020	88651	Great Lakes Pipe & Supply	101-268-775.000	12.65
04/20	04/01/2020	88651	Great Lakes Pipe & Supply	101-773-931.000	52.76
04/20	04/01/2020	88651	Great Lakes Pipe & Supply	101-773-931.000	60.61
04/20	04/01/2020	88651	Great Lakes Pipe & Supply	101-773-931.000	32.75
04/20	04/01/2020	88651	Great Lakes Pipe & Supply	101-770-775.000	.97
04/20	04/01/2020	88652	Haley's Plumbing & Heating	592-537-802.000	1,204.28
04/20	04/01/2020	88653	Hansen, Carol Margaret	271-790-802.000	90.00
04/20	04/01/2020	88654	Hart, Tyler	101-770-850.000	120.00
04/20	04/01/2020	88655	Himebauch, Kelly L	271-790-802.000	270.00
04/20	04/01/2020	88656	Hummel, Jon	101-754-920.000	120.00
04/20	04/01/2020	88657	Hyde Services LLC	661-598-932.000	505.76
04/20	04/01/2020	88658	ICMA-ROTH	701-000-230.900	695.00
04/20	04/01/2020	88659	Integrity Business Solutions	514-587-775.000	171.78
04/20	04/01/2020	88660	Jakeway, Patricia	271-790-802.000	390.00
04/20	04/01/2020	88661	KARR, ADRIAN	101-345-850.000	120.00
04/20	04/01/2020	88662	Klingelsmith, Kendall	101-770-850.000	120.00
04/20	04/01/2020	88663	Kring Chevrolet Cadillac, Dave	661-598-932.000	1,462.12
04/20	04/01/2020	88663	Kring Chevrolet Cadillac, Dave	661-598-932.000	24.00
04/20	04/01/2020	88663	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
04/20	04/01/2020	88663	Kring Chevrolet Cadillac, Dave	661-598-932.000	338.84
04/20	04/01/2020	88663	Kring Chevrolet Cadillac, Dave	661-598-932.000	8.00
04/20	04/01/2020	88663	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/20	04/01/2020	88664	Kruskie, David	101-770-850.000	120.00
04/20	04/01/2020	88665	Lennemann, Mark	101-773-850.000	120.00
04/20	04/01/2020	88666	LexisNexis Risk Data Management Inc.	101-208-802.000	150.00
04/20	04/01/2020	88667	Mead & Hunt	592-545-802.000	900.00
04/20	04/01/2020	88668	Meengs, William	101-257-802.200	200.00
04/20	04/01/2020	88669	Meyer Ace Hardware	514-587-775.000	5.38
04/20	04/01/2020	88669	Meyer Ace Hardware	514-587-775.000	16.52
04/20	04/01/2020	88669	Meyer Ace Hardware	514-587-802.100	35.95
04/20	04/01/2020	88669	Meyer Ace Hardware	514-587-802.100	11.31
04/20	04/01/2020	88670	Midwest Tape	271-790-761.000	52.99
04/20	04/01/2020	88670	Midwest Tape	271-790-761.000	34.99
04/20	04/01/2020	88670	Midwest Tape	271-790-761.000	119.97
04/20	04/01/2020	88670	Midwest Tape	271-790-762.000	3,000.00
04/20	04/01/2020	88671	N.M.A.C.P.	101-345-915.000	75.00
04/20	04/01/2020	88672	Nachtrab, Joseph	101-257-802.200	150.00
04/20	04/01/2020	88673	North Country IT	271-790-802.000	386.00
04/20	04/01/2020	88674	Northern Electric 2 LLC	101-773-802.000	293.98
04/20	04/01/2020	88675	Parker, Michael	101-345-850.000	120.00
04/20	04/01/2020	88676	Pendo	271-790-752.000	151.50
04/20	04/01/2020	88676	Pendo	271-790-752.000	432.44
04/20	04/01/2020	88677	Petoskey Parts Plus	661-598-932.000	5.68
04/20	04/01/2020	88678	Petoskey Towing Inc.	661-598-931.000	125.00
04/20	04/01/2020	88679	Plath, Audrey	101-215-850.000	120.00
04/20	04/01/2020	88680	Potter, Pam	514-587-802.100	11.14
04/20	04/01/2020	88681	Pro Image Design	101-770-802.000	173.45
04/20	04/01/2020	88682	Rasmussen, Derek	101-770-850.000	120.00
04/20	04/01/2020	88683	RecDesk LLC	101-756-802.000	2,350.00
04/20	04/01/2020	88684	Riordan, Joyce Kochans	271-790-802.000	330.00
04/20	04/01/2020	88685	ROBBINS, MICHAEL	101-441-850.000	120.00
04/20	04/01/2020	88686	Rowland, Kimberly	271-790-802.000	390.00
04/20	04/01/2020	88687	Schultz, David	101-345-850.000	120.00
04/20	04/01/2020	88688	Smith, Daniel	101-345-850.000	120.00
04/20	04/01/2020	88689	Smith, Edward J	101-756-850.000	120.00
04/20	04/01/2020	88690	Spectrum Business	582-588-850.000	94.99
04/20	04/01/2020	88690	Spectrum Business	582-588-850.000	94.99
04/20	04/01/2020	88691	Spok	204-481-850.000	40.23
04/20	04/01/2020	88691	Spok	582-588-850.000	40.23
04/20	04/01/2020	88691	Spok	592-560-850.000	40.23
04/20	04/01/2020	88691	Spok	661-598-850.000	40.24
04/20	04/01/2020	88691	Spok	592-549-850.000	40.23
04/20	04/01/2020	88692	State of Michigan-Department of LARA	582-081-642.300	3,636.76
04/20	04/01/2020	88692	State of Michigan-Department of LARA	582-081-642.400	731.40
04/20	04/01/2020	88692	State of Michigan-Department of LARA	582-081-642.500	6.44
04/20	04/01/2020	88692	State of Michigan-Department of LARA	582-081-642.200	169.28
04/20	04/01/2020	88693	Straebel, Robert	101-172-850.000	120.00
04/20	04/01/2020	88694	T & R Electric Supply Company Inc.	582-010-111.000	6,860.00
04/20	04/01/2020	88695	TEAMSTERS LOCAL #214	701-000-230.400	1,089.00
04/20	04/01/2020	88696	Temperature Control Inc.	592-554-802.000	254.50
04/20	04/01/2020	88696	Temperature Control Inc.	592-554-802.000	1,178.45
04/20	04/01/2020	88697	Terry, Alan	101-215-850.000	120.00
04/20	04/01/2020	88698	Traffic & Safety Control Systems Inc.	514-587-775.000	81.00
04/20	04/01/2020	88699	Tripp's Painting Inc.	271-790-930.000	1,120.00
04/20	04/01/2020	88700	Troxel, Todd	101-345-850.000	120.00
04/20	04/01/2020	88701	Up North Service LLC	204-550-802.000	175.00
04/20	04/01/2020	88701	Up North Service LLC	204-550-802.000	25.00
04/20	04/01/2020	88702	Valley City Linen	271-790-752.000	25.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/20	04/01/2020	88702	Valley City Linen	271-790-752.000	25.00
04/20	04/01/2020	88702	Valley City Linen	271-790-752.000	25.00
04/20	04/01/2020	88702	Valley City Linen	271-790-752.000	35.70
04/20	04/01/2020	88703	Van's Business Machines	514-587-802.000	569.48
04/20	04/01/2020	88704	Voorheis, Margaret Ann	271-790-802.000	180.00
04/20	04/01/2020	88705	Wall Street Journal	271-790-760.400	35.00
04/20	04/01/2020	88706	Water Isac	592-560-915.000	524.00
04/20	04/01/2020	88707	Windemuller	592-544-802.000	344.00
04/20	04/01/2020	88707	Windemuller	592-544-802.000	4,367.00
04/20	04/01/2020	88708	Wurster, Joel	101-257-802.200	200.00
04/20	04/01/2020	88709	Zaremba Equipment Inc.	661-598-932.000	450.26
Grand Totals:					<u>928,838.39</u>

Report Criteria:

Check.Date = 03/12/2020-04/03/2020

Check Number	Date	Name	GL Account	Amount
88486	03/18/2020	Connors-Dubeau, Holly	582040285000	33.85
88487	03/18/2020	Hayes, Ashton	582081642300	91.90
88488	03/18/2020	Knapp, Amy	582040285000	43.51
88489	03/18/2020	Kruzel, Kaela	582040285000	41.73
88490	03/18/2020	McKinney, Casey & Holly	582081642300	217.81
88491	03/18/2020	Orr, Jazmine	582040285000	42.88
88492	03/18/2020	Pedersen, Nathan	582081642300	38.53
88570	03/25/2020	Byron, Nicole	582588803000	160.00
88571	03/25/2020	Connable Apts	582081642300	18.46
88572	03/25/2020	Field, Carrie	582081642300	92.41
88573	03/25/2020	Pall, Ted & Lori	582081642300	191.12
88574	03/25/2020	Tiffany Hall & Duane Black	582040285000	46.17
88606	04/01/2020	Dietze, Sally	582081642300	18.58
88607	04/01/2020	Petrowski, Gwen	582081642300	66.56
Grand Totals:				<u>1,103.51</u>



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: April 9, 2020

DATE PREPARED: April 6, 2020

AGENDA SUBJECT: Consideration to Approve a Resolution Allowing Virtual Meetings

RECOMMENDATION: That City Council adopt the enclosed resolution

Background On March 18, 2020 Governor Whitmer issued Executive Order 2020-15 to suspend rules and procedures relating to physical presence at meetings and hearings of public bodies to allow public bodies to continue to conduct business during the COVID-19 emergency and the general public to continue to participate in government decision making without unduly compromising public health safety and welfare. See enclosed Order.

To that end, staff has prepared the enclosed document “City Council Virtual Meetings General Information” that outlines how to view and participate in City of Petoskey virtual meetings, along with detailed meeting instructions. The document provides a general overview of the need for virtual meetings and how they will be conducted.

The document also provides step-by-step instructions on how to attend and participate in meetings. The City will be using Zoom as the platform for City Council meetings. Zoom is widely used and provides many options and is user-friendly. The enclosed instructions provide more detailed information on how meetings will be run through Zoom. Users are urged to become familiar with Zoom by going online at Zoom and reviewing a tutorial prior to attending a meeting.

The meeting will be hosted at City Hall and staff will have voice control for those attending the meeting. Council and staff will be unmuted during the meeting and during the discussion of each agenda item. The public will be recognized during public comment and unmuted so they can participate one at a time. The muting process will also help eliminate much of the background noise that may be present at each participant’s location. The process will become much easier over time with its continued use.

A proposed resolution is enclosed that would authorize City meetings to be held by telephone or other electronic means and establishes rules as set forth in Governor Whitmer’s Executive Order 2020-15.

Action That City Council adopt the enclosed resolution authorizing virtual meetings.

at
Enclosures



Establishing Rules for Remote Attendance by City Councilmembers and other City Public Bodies and Members of the Public at Meetings Due to Coronavirus Pandemic

WHEREAS, on March 10, 2020, Governor Whitmer declared a state of emergency as a result of the coronavirus outbreak; and

WHEREAS, on March 11, 2020, the World Health Organization declared the coronavirus outbreak a pandemic; and

WHEREAS, on March 13, 2020, the President declared a National Emergency as a result of the coronavirus outbreak; and

WHEREAS, the Michigan Department of Health and Human Services (MDHHS) has issued Interim Recommendations for COVID-19 Community Mitigation Strategies; and

WHEREAS, such strategies include encouraging staff to tele-work when feasible and implementing social distancing measures as feasible, including limiting in-person meetings, and to limit large work-related gatherings; and

WHEREAS, on March 18, 2020, Governor Whitmer issued Executive Order 2020-15 to suspend rules and procedures relating to physical presence at meetings and hearings of public bodies to allow for public bodies to continue to conduct public business during the COVID-19 emergency and the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and

WHEREAS, to implement MDHHS's mitigation strategies, allow the City Council and all other City boards, commissions, and committees (hereinafter referred to collectively as "Public Bodies") to continue public business, and to allow the public to attend meetings of the Public Bodies remotely if they desire, consistent and in compliance with Executive Order 2020-15, the City Council desires to establish rules to authorize and allow its members and members of the public to attend meetings of the Public Bodies by telephone or other electronic means as set forth in this Resolution;

NOW THEREFORE BE IT RESOLVED, that the City Council immediately authorizes its members and members of the public to attend all meetings of Public Bodies by telephone or other electronic means and establishes rules as follows:

A. NOTICE OF MEETINGS:

1. For every meeting to be held remotely pursuant to this Resolution, the City Clerk shall post on the homepage of City's website in a conspicuous location and at the City of Petoskey City Hall, 101 East Lake Street, Petoskey, the following:
 - a. An explanation of why the Public Body is meeting remotely.
 - b. Contact information for all members of the Public Body along with information about how the public may contact the member(s) to provide input on any business that will come before the Public Body.
 - c. The dial-in conference number or other necessary information for members of the public to utilize in order to access the meeting remotely.

- d. The agenda for the meeting at least 18 hours prior to the meeting.
 - e. Procedures by which persons with disabilities may participate in the meeting.
2. If any meeting includes a public hearing, all material that will be considered by the Public Body at the public hearing shall be posted or linked on the homepage of the City's website in a conspicuous location or as otherwise required by law. If timely, City staff will make every effort to include written public comments received by the Public Body for the public hearing.

B. CONDUCT OF THE MEETING:

1. The telephone or other electronic technology being utilized shall allow the members of the Public Body to communicate to any other member in attendance and any member of the public or staff attending. Members of the public shall be allowed to communicate to the Public Body or staff during public comment.
2. A members' remote attendance shall be considered attendance for the purpose of establishing a quorum.
3. Any vote by a member participating remotely pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member remotely.
4. If any member is participating remotely, all votes on any matter shall be taken by roll call vote.
5. Adjournment of a meeting shall occur only on a roll call vote of the Public Body.
6. For closed sessions conducted under this policy, each member and authorized attendee of the closed session shall not allow anyone else to hear or view the closed session. All members and authorized attendees of the closed session shall affirm, before the closed session begins, that they are in compliance with this subsection.
7. Emails, texting, or other forms of electronic communication by or between members during the meeting shall not be allowed.
8. If an email, text or other form of electronic communication is received by a member of the Public Body by 5:00 P.M. on the day of the meeting related to any item on the agenda for the meeting, and the sender requests such, the email, text, or other electronic communication may be read by the member of the Public Body receiving the communication if the receiver becomes aware of the message in time, during the agenda item and it shall be addressed by the Public Body as appropriate during the meeting. The City Clerk shall also follow this subsection.

C. ATTENDANCE BY MEMBERS OF THE PUBLIC:

1. Immediately after calling the meeting to order, the City Clerk or other designated facilitator shall ensure that the dial-in number or other means of conducting the meeting remotely is working. If the dial-in number or other means of conducting the meeting remotely is not working, the meeting shall be immediately adjourned by the Mayor of the meeting without any decision or deliberation on any matter.
2. If any member of the public is attending remotely, each member of the public shall be provided an opportunity to provide public comment during a public comment portion of the agenda. Such opportunity shall be given by the Mayor or designated facilitator asking individuals who are attending the meeting whether they have any public comment.

3. If any member of the public is attending, and a closed session is called by the Public Body as permitted by the Open Meetings Act, a separate call in number or other electronic means of remotely participating shall be available for the Public Body to utilize for a closed session that is not available to the public, the Mayor shall clearly indicate at what point in the agenda the closed session will occur, the projected length of the closed session, that the public will not be able to hear the Public Body or provide comment during the closed session, and the Public Body shall return to the public meeting following closed session to adjourn the meeting or take other action as necessary.

BE IT FURTHER RESOLVED, this Resolution is intended to establish rules for and authorize participation by remote access by members of the Public Body and attendance by remote access by members of the public in the interest of the public health, safety, and welfare during the coronavirus outbreak while preserving meaningful access to meetings and communication for Public Body members and members of the public, including members of the press and other news media.

BE IT RESOLVED, in the event of a conflict between this Resolution and the Rules of the City Council, or other Public Body the terms of this Resolution shall control.

BE IT RESOLVED, this Resolution shall be effective immediately and shall remain in effect until April 15, 2020 at 11:59 P.M. or so long as Executive Order 2020-15 is in effect, whichever is longer.

State of Michigan)
County of Emmet) ss.
City of Petoskey)

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council at a regular meeting on the ___ day of April, 2020, and of the whole thereof.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of said City of Petoskey this ____ day of April, 2020.

Alan Terry, City Clerk



City of Petoskey

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

City Council Virtual Meetings General Information

Quick Highlights for Viewing and Participating in Virtual Meetings:

- Meeting will be conducted via audio or video conferencing through Zoom platform
- Anyone wishing to give public comment will need to connect via audio or video and wait in a “virtual waiting room” where their microphones will be muted until they are called upon
- Dial: 888-788-0099
- Meeting ID: Will be provided for each scheduled meeting
- Participant ID: Will be provided for each scheduled meeting (just type the number)

City Council meetings and other City Board and Commission meetings will be conducted remotely. Meetings will not be held at City Hall or be open to the public. Instead, they will be conducted “virtually.”

Individuals with disabilities may participate in the meeting by connecting via audio or video by calling-in to the number as though they were going to be giving public comment as outlined below or by calling the TDD#.

Members of the City Council may be contacted via email as follows:

Mayor John Murphy: jmurphy@petoskey.us or 231-330-1352

First Ward Councilmember/Mayor Pro Tem Kate Marshall: kmarshall@petoskey.us or 231-347-0587

Second Ward Councilmember Suzanne Shumway: sshumway@petoskey.us or 231-348-2656

Third Ward Councilmember Brian Wagner: bwagner@petoskey.us or 269-806-4566

Fourth Ward Councilmember Lindsey Walker: lwalker@petoskey.us or 231-881-4123

For members of the City Council and key City staff, their name will appear on screen when they are speaking. For individuals who may wish to give public comment, the method for providing public comment during these remote-participation meetings is to call 888-788-0099 and/or login with Zoom link and enter the meeting ID and Participant ID. Instructions will be included in every official published agenda of the City Council and other Boards and Commissions.

Members of the public, whether or not they are joining the electronic public meeting, may submit written comments and questions regarding any matter, including items of business that will come before the City Council. Written comments and questions may be submitted at any time to City staff or City Council. Those submitted prior to 12:00 noon on the Thursday before the Monday meeting will be copied and included in the agenda packet. Those submitted subsequent to 12:00 noon on the Thursday before the Monday meeting, but prior to the citizen comments portion of the agenda will be read aloud during the public comment portion of the agenda. The City reserves the right to summarize long written comments and questions rather than reading them aloud but will provide City Council members the full text of these comments subsequent to the meeting. To be considered for inclusion in the agenda packet or to be read aloud during the meeting, public comments and questions must include the name and home address of the person submitting them and must not include language that would be considered vulgar or be interpreted as hate speech or fighting words. The comments and questions should also indicate the date of the electronic public meeting for which they are being submitted. Public comments received collectively by City Council via email will be acknowledged as received, but will not be addressed and deliberated via email. Written comments and questions should be submitted to citymanager@petoskey.us or to City Council.

City Council will accept public comment in the order calls are received. The caller will be identified by the last four digits of their telephone number and asked if they would like to make a comment. If participating by calling in and would like to make a public comment, press *9 during the meeting.

Meeting informational packet is available on the City of Petoskey's website at www.petoskey.us. The City of Petoskey does not discriminate on the basis of disability in the admission to, access to, treatment in, or employment in, its programs or activities. Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the City at the earliest opportunity by emailing aterry@petoskey.us or by calling 231-347-2500.

Virtual Meeting Instructions

A. Virtual Meeting Overview

1. Council members will participate via audio and/or video sharing through Zoom.
2. If desired, other participants can listen and participate during Public Comments. For public participation, Zoom meeting sign up information will be included on first page of City Council agenda. Information can be accessed through the City's website (www.petoskey.us) under Government/City Council/Agendas and Minutes.
3. Agenda and meeting flow – City Council and Staff will do their best to follow standard meeting agenda and protocols.
4. Zoom meeting details
 - a. Participation limited to 500 people
 - b. Zoom meetings will be recorded and saved
 - c. Muted Audio default for all participants

B. Before the Start of the Meeting

1. Zoom virtual meeting sign in will start 20 minutes before meeting start time.
2. Participants will be placed in a virtual waiting room until Host starts the meeting and admits participants into meeting.
3. Video/Audio Settings
 - a. Councilmembers, City Clerk, and City Manager will be unmuted immediately by Host upon joining the meeting.
 - b. Meeting attendees will have their video turned off so faces will not be seen.
 - c. The Host is the only person able to unmute meeting participants.
 - d. **Please note**... participants can mute themselves, however, they will NOT be able to unmute themselves. If you mute yourself in Zoom, use the Chat window to notify meeting Host you need to be unmuted.
4. Co-host Zoom role – If necessary the Mayor can designate a co-host.

C. Start of the Meeting

1. Host will display the meeting agenda.
2. Mayor will start meeting and City Clerk will call roll followed by Pledge of Allegiance with City Hall flag displayed on screen.
3. Mayor will remind guests the meeting is being recorded, public participants have been muted and anyone interested in speaking during public comments can enter a "Raised Hand" through the Zoom platform or if by phone pressing *9.
4. Host will track anyone who would like to speak during public comments.

D. Meeting Agenda

1. Will follow standard meeting agenda procedures.
2. Councilmembers may make comments and ask questions during presentations. Public may comment at the appropriate time, but will remain muted until asked to speak.
3. Roll Call Voting – The Mayor will call for a motion, a second, discussion, and then he will ask the Clerk to do the roll call vote.

E. Public Comments

1. Mayor will announce public comment sections.
2. Mayor will ask Host to announce each person who wishes to speak.
3. Mayor will greet each person, ask them to state their first and last name, home address and limit comments to 3 minutes and that the meeting is recorded.
4. Host will unmute the person.
5. When comments have concluded, Host will mute participant.

NOTE: Steps 2-5 will be repeated until all public comments have been heard.

F. After the Meeting Adjourns

1. Host will save audio, video and chat history and stop meeting recording.
2. Host will save meeting recording.



BOARD: City Council

MEETING DATE: April 9, 2020

DATE PREPARED: April 7, 2020

AGENDA SUBJECT: Consideration to Approve a Resolution Creating a Moratorium on New Licenses for Hotels, Bed and Breakfasts and Short-Term Vacation Rentals

RECOMMENDATION: That City Council adopt the enclosed resolution

Background On March 23, 2020 Governor Whitmer passed Executive Order 2020-21. See enclosed Executive Order. The EO directs that, subject to exceptions for activities necessary to sustain or protect life, or activities to support businesses and operations that are necessary to sustain or protect life, all individuals currently living within the State of Michigan are ordered to stay home at their place of residence.

Additionally, the Health Department of Northwest Michigan on March 31, 2020 issued a directive for all individuals from areas outside of northern Michigan should self-quarantine for fourteen (14) days upon entering and residing in northern Michigan. See enclosed directive.

Staff believes that approving new licenses for hotels, bed and breakfasts and short-term vacation rentals in the City at this time is contrary to the intent of the Governor's Executive Order. Approving additional licenses for these uses would promote the movement and relocation of persons from their ordinary place of domicile in other areas of the State or outside the State of Michigan to the City of Petoskey. Therefore, the adoption of this resolution is necessary for the health, safety and welfare of the residents of the City of Petoskey.

To date, the City has issued three short-term vacation rental licenses for 2020. There is another 33 applications for hotels, bed and breakfasts and short-term vacation rental licenses that have not been issued to date.

The resolution remains in effect for the *"duration of Executive Order 2020-21 and any subsequent Executive Order extending the duration of the Governor's Order for individuals to stay at home or their place of residence, or any equivalent order from the federal government."*

Action That City Council motion to approve the enclosed resolution creating a moratorium on issuing annual licenses for hotels, bed and breakfasts and short-term vacation rentals.

rs
Enclosures



RESOLUTION REGARDING A MORATORIUM ON ISSUANCE OF LICENSES FOR HOTELS, BED AND BREAKFASTS AND SHORT-TERM VACATION RENTALS

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and is easily spread from person to person, with older adults and those with chronic health conditions being at particular risk; and

WHEREAS, there is an increased risk of rapid spread of COVID-19 among persons in close proximity to one another; and

WHEREAS, there is currently no approved vaccine or antiviral treatment for this disease, which has been confirmed through medical testing to be present and spreading throughout the State of Michigan; and

WHEREAS, Governor Whitmer has declared a state of emergency and has issued several Executive Orders to prevent the state's health care system from being overwhelmed, to allow time for the production of critical test kits, ventilators, and personal protective equipment, and to avoid needless deaths, including the restriction for citizens to stay at home or in their place of residence and to limit travel; and

WHEREAS, other areas of the State and areas outside the State are reporting higher incidents of COVID-19 higher than what are believed to currently exist in the City of Petoskey; and

WHEREAS, the City of Petoskey permits its citizens pursuant to Chapter 6 of the City of Petoskey Ordinances to apply for a license to operate a hotel, bed and breakfast or short-term vacation rental, which promotes seasonal tourism to the City and results in an influx of a large amount of visitors to the City; and

WHEREAS, the City has received a large number of applications for such licenses, which are currently in various phases of the application process and for which licenses have not yet been granted; and

WHEREAS, the City's ability to process the applications and conduct the necessary related property inspections is restricted due to the Executive Orders of the Governor limiting in-person contact and business where not necessary to sustain or protect life; and

WHEREAS, it has been deemed it is in the best interest of the City to protect the health, safety, and welfare of its residents by decreasing the potential for COVID-19 to spread through the City through reasonable measures to reduce personal contact and travel that is not necessary to sustain or protect life; and

WHEREAS, a moratorium on the granting of hotel, bed and breakfast and short-term vacation rental licenses is narrow, reasonable and otherwise appropriate means to further the City's interest in protecting the health, safety, and welfare of residents in this regard; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby imposes a moratorium on the review of applications and the granting of licenses to operate a hotel, bed and breakfast or short-term vacation rental, and suspends the issuance of any such licenses for the duration of Executive Order 2020-21 and any subsequent Executive Order extending the duration of the Governor's order for individuals to stay at home or their place of residence, or any equivalent order from the federal government.

This moratorium does not affect the validity of any unexpired licenses issued prior to this resolution. Any applications for hotel, bed and breakfast or short-term vacation rental licenses that are pending review at the time of this moratorium shall be suspended until the expiration of this moratorium, at which time the review process shall resume for those applications. New applications may be submitted during the moratorium but will not be processed until its expiration.

This resolution shall have immediate effect.

Council Member _____ moved for adoption of the resolution; Motion seconded by

Council Member _____.

Ayes:

Nays:

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council at a regular meeting on the ___ day of April, 2020, and of the whole thereof.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of said City of Petoskey this ____ day of April, 2020.

Alan Terry, City Clerk



MEDIA CONTACT:
Erin Luckhardt, PIO
0231-347-5628
e.luckhardt@nwhealth.org
www.nwhealth.org

PUBLIC HEALTH ADVISORY

Issued March 31, 2020

The Health Department of Northwest Michigan, in collaboration with the Northern Michigan Public Health Alliance (NMPHA), issues the following advisory to protect the health of the public in the 31-county NMPHA region:

Northern Michigan Counties are seeing an influx of individuals who are seeking shelter from areas with significant COVID-19 community spread or returning from travel outside of these counties. While we understand the desire to seek shelter in our communities with fewer COVID cases, this potentially poses an unnecessary risk to all residents of Northern Michigan.

The increased population to the northern Michigan area places a substantial strain on our communities as travelers seek supplies, such as groceries and toiletries, as well as potentially needing health care in the event they become sick. During this public health crisis, many rural communities may not be equipped with personnel, supplies or resources for a surge in population.

If you still choose to travel to your seasonal home or return home from travel, the Health Department of Northwest Michigan, in addition to the Northern Michigan Public Health Alliance, is advising that you abide by the following guidelines:

1. If you are sick, stay at home and do not leave your residence.
2. If you have symptoms suggestive of COVID-19, contact your healthcare provider for assistance.
3. All individuals traveling to seasonal homes or returning home from areas with community spread should **self-quarantine for 14 days** upon arrival to your destination.
4. Following the 14-day self-quarantine period, please **obey the Governor's "Stay at Home" order** and do not go out unless absolutely necessary.
5. All residents, whether full time or seasonal, should adhere to the Governor's Stay at Home order and only venture out to obtain essential supplies and services when absolutely necessary. If you do need to go out, please adhere to social distancing protocols and limit the number of people going out for supplies or services.

By following these simple guidelines, the risk for spreading COVID-19 lowers significantly, thus protecting everyone who lives, works, and plays in beautiful northern Michigan.

Antrim, Charlevoix, Emmet and Otsego County residents who need resources can call 211 or utilize the Health Department's free Community Connections program by calling 1-800-432-4121.

A handwritten signature in black ink that reads "Lisa M. Peacock".

Lisa Peacock, RN, MSN, WHNP-BC
Health Officer



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GARLIN GILCHRIST II
LT. GOVERNOR

EXECUTIVE ORDER

No. 2020-21

Temporary requirement to suspend activities that are not necessary to sustain or protect life

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. Older adults and those with chronic health conditions are at particular risk, and there is an increased risk of rapid spread of COVID-19 among persons in close proximity to one another. There is currently no approved vaccine or antiviral treatment for this disease.

On March 10, 2020, the Michigan Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. On that same day, I issued Executive Order 2020-4. This order declared a state of emergency across the state of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401-.421, and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31-.33.

The Emergency Management Act vests the governor with broad powers and duties to “cop[e] with dangers to this state or the people of this state presented by a disaster or emergency,” which the governor may implement through “executive orders, proclamations, and directives having the force and effect of law.” MCL 30.403(1)-(2). Similarly, the Emergency Powers of the Governor Act of 1945, provides that, after declaring a state of emergency, “the governor may promulgate reasonable orders, rules, and regulations as he or she considers necessary to protect life and property or to bring the emergency situation within the affected area under control.” MCL 10.31(1).

To suppress the spread of COVID-19, to prevent the state’s health care system from being overwhelmed, to allow time for the production of critical test kits, ventilators, and personal protective equipment, and to avoid needless deaths, it is reasonable and necessary to direct residents to remain at home or in their place of residence to the maximum extent feasible.

This order takes effect on March 24, 2020 at 12:01 am, and continues through April 13, 2020 at 11:59 pm.

Acting under the Michigan Constitution of 1963 and Michigan law, I order the following:

1. This order must be construed broadly to prohibit in-person work that is not necessary to sustain or protect life.
2. Subject to the exceptions in section 7, all individuals currently living within the State of Michigan are ordered to stay at home or at their place of residence. Subject to the same exceptions, all public and private gatherings of any number of people occurring among persons not part of a single household are prohibited.
3. All individuals who leave their home or place of residence must adhere to social distancing measures recommended by the Centers for Disease Control and Prevention, including remaining at least six feet from people from outside the individual's household to the extent feasible under the circumstances.
4. No person or entity shall operate a business or conduct operations that require workers to leave their homes or places of residence except to the extent that those workers are necessary to sustain or protect life or to conduct minimum basic operations.

- (a) For purposes of this order, workers who are necessary to sustain or protect life are defined as "critical infrastructure workers," as described in sections 8 and 9.
- (b) For purposes of this order, workers who are necessary to conduct minimum basic operations are those whose in-person presence is strictly necessary to allow the business or operation to maintain the value of inventory and equipment, care for animals, ensure security, process transactions (including payroll and employee benefits), or facilitate the ability of other workers to work remotely.

Businesses and operations must determine which of their workers are necessary to conduct minimum basic operations and inform such workers of that designation. Businesses and operations must make such designations in writing, whether by electronic message, public website, or other appropriate means. Such designations, however, may be made orally until March 31, 2020 at 11:59 pm.

5. Businesses and operations that employ critical infrastructure workers may continue in-person operations, subject to the following conditions:
 - (a) Consistent with sections 8 and 9, businesses and operations must determine which of their workers are critical infrastructure workers and inform such workers of that designation. Businesses and operations must make such designations in writing, whether by electronic message, public website, or other appropriate means. Such designations, however, may be made orally until March 31, 2020 at 11:59 pm. Businesses and operations need not designate:

- (1) Workers in health care and public health.
 - (2) Workers who perform necessary government activities, as described in section 6.
 - (3) Workers and volunteers described in section 9(d).
- (b) In-person activities that are not necessary to sustain or protect life must be suspended until normal operations resume.
- (c) Businesses and operations maintaining in-person activities must adopt social distancing practices and other mitigation measures to protect workers and patrons. Those practices and measures include, but are not limited to:
- (1) Restricting the number of workers present on premises to no more than is strictly necessary to perform the business's or operation's critical infrastructure functions.
 - (2) Promoting remote work to the fullest extent possible.
 - (3) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible, including for customers who are standing in line.
 - (4) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.
 - (5) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person who is known or suspected to have COVID-19.
 - (6) Any other social distancing practices and mitigation measures recommended by the Centers for Disease Control.
6. All in-person government activities at whatever level (state, county, or local) that are not necessary to sustain or protect life, or to supporting those businesses and operations that are necessary to sustain or protect life, are suspended.
- (a) For purposes of this order, necessary government activities include activities performed by critical infrastructure workers, including workers in law enforcement, public safety, and first responders.
 - (b) Such activities also include, but are not limited to, public transit, trash pick-up and disposal, activities necessary to manage and oversee elections, operations necessary to enable transactions that support the work of a business's or operation's critical infrastructure workers, and the maintenance of safe and sanitary public parks so as to allow for outdoor recreation.

- (c) For purposes of this order, necessary government activities include minimum basic operations, as described in section 4(b). Workers performing such activities need not be designated.
- (d) Any in-person government activities must be performed consistently with the social distancing practices and other mitigation measures to protect workers and patrons described in section 5(c).

7. Exceptions.

- (a) Individuals may leave their home or place of residence, and travel as necessary:
 - (1) To engage in outdoor activity, including walking, hiking, running, cycling, or any other recreational activity consistent with remaining at least six feet from people from outside the individual's household.
 - (2) To perform their jobs as critical infrastructure workers after being so designated by their employers. (Critical infrastructure workers who need not be designated under section 5(a) may leave their home for work without a designation.)
 - (3) To conduct minimum basic operations, as described in section 4(b), after being designated to perform such work by their employers.
 - (4) To perform necessary government activities, as described in section 6.
 - (5) To perform tasks that are necessary to their health and safety, or to the health and safety of their family or household members (including pets). Individuals may, for example, leave the home or place of residence to secure medication or to seek medical or dental care that is necessary to address a medical emergency or to preserve the health and safety of a household or family member (including procedures that, in accordance with a duly implemented nonessential procedures postponement plan, have not been postponed).
 - (6) To obtain necessary services or supplies for themselves, their family or household members, and their vehicles. *Individuals must secure such services or supplies via delivery to the maximum extent possible.* As needed, however, individuals may leave the home or place of residence to purchase groceries, take-out food, gasoline, needed medical supplies, and any other products necessary to maintain the safety, sanitation, and basic operation of their residences.
 - (7) To care for a family member or a family member's pet in another household.

- (8) To care for minors, dependents, the elderly, persons with disabilities, or other vulnerable persons.
- (9) To visit an individual under the care of a health care facility, residential care facility, or congregate care facility, to the extent otherwise permitted.
- (10) To attend legal proceedings or hearings for essential or emergency purposes as ordered by a court.
- (11) To work or volunteer for businesses or operations (including both and religious and secular nonprofit organizations) that provide food, shelter, and other necessities of life for economically disadvantaged or otherwise needy individuals, individuals who need assistance as a result of this emergency, and people with disabilities.

(b) Individuals may also travel:

- (1) To return to a home or place of residence from outside this state.
- (2) To leave this state for a home or residence elsewhere.
- (3) To travel between two residences in this state.
- (4) As required by law enforcement or a court order, including the transportation of children pursuant to a custody agreement.

8. For purposes of this order, critical infrastructure workers are those workers described by the Director of the U.S. Cybersecurity and Infrastructure Security Agency in his guidance of March 19, 2020 on the COVID-19 response (available [here](#)). Such workers include some workers in each of the following sectors:

- (a) Health care and public health.
- (b) Law enforcement, public safety, and first responders.
- (c) Food and agriculture.
- (d) Energy.
- (e) Water and wastewater.
- (f) Transportation and logistics.
- (g) Public works.
- (h) Communications and information technology, including news media.
- (i) Other community-based government operations and essential functions.


- (j) Critical manufacturing.
 - (k) Hazardous materials.
 - (l) Financial services.
 - (m) Chemical supply chains and safety.
 - (n) Defense industrial base.
9. For purposes of this order, critical infrastructure workers also include:
- (a) Child care workers (including workers at disaster relief child care centers), but only to the extent necessary to serve the children or dependents of critical infrastructure workers as defined in this order. This category includes individuals (whether licensed or not) who have arranged to care for the children or dependents of critical infrastructure workers.
 - (b) Workers at designated suppliers and distribution centers, as described below.
 - (1) A business or operation that employs critical infrastructure workers may designate suppliers, distribution centers, or service providers whose continued operation is necessary to enable, support, or facilitate the work of its critical infrastructure workers.
 - (2) Such suppliers, distribution centers, or service providers may designate workers as critical infrastructure workers *only* to the extent those workers are necessary to enable, support, or facilitate the work of the original operation's or business's critical infrastructure workers.
 - (3) Designated suppliers, distribution centers, and service providers may in turn designate additional suppliers, distribution centers, and service providers whose continued operation is necessary to enable, support, or facilitate the work of their critical infrastructure workers.
 - (4) Such additional suppliers, distribution centers, and service providers may designate workers as critical infrastructure workers *only* to the extent that those workers are necessary to enable, support, or facilitate the work of the critical infrastructure workers at the supplier, distribution center, or service provider that has designated them.
 - (5) Businesses, operations, suppliers, distribution centers, and service providers must make all designations in writing to the entities they are designating, whether by electronic message, public website, or other appropriate means. Such designations may be made orally until March 31, 2020 at 11:59 pm.

- (6) Businesses, operations, suppliers, distribution centers, and service providers that abuse their designation authority shall be subject to sanctions to the fullest extent of the law.
 - (c) Workers in the insurance industry, but only to the extent that their work cannot be done by telephone or remotely.
 - (d) Workers and volunteers for businesses or operations (including both and religious and secular nonprofit organizations) that provide food, shelter, and other necessities of life for economically disadvantaged or otherwise needy individuals, individuals who need assistance as a result of this emergency, and people with disabilities.
 - (e) Workers who perform critical labor union functions, including those who administer health and welfare funds and those who monitor the well-being and safety of union members who are critical infrastructure workers, provided that any administration or monitoring should be done by telephone or remotely where possible.
10. Nothing in this order should be taken to supersede another executive order or directive that is in effect, except to the extent this order imposes more stringent limitations on in-person work, activities, and interactions. Consistent with prior guidance, a place of religious worship, when used for religious worship, is not subject to penalty under section 14.
 11. Nothing in this order should be taken to interfere with or infringe on the powers of the legislative and judicial branches to perform their constitutional duties or exercise their authority.
 12. This order takes effect on March 24, 2020 at 12:01 am, and continues through April 13, 2020 at 11:59 pm.
 13. The governor will evaluate the continuing need for this order prior to its expiration. In determining whether to maintain, intensify, or relax its restrictions, she will consider, among other things, (1) data on COVID-19 infections and the disease's rate of spread; (2) whether sufficient medical personnel, hospital beds, and ventilators exist to meet anticipated medical need; (3) the availability of personal protective equipment for the health-care workforce; (4) the state's capacity to test for COVID-19 cases and isolate infected people; and (5) economic conditions in the state.
 14. Consistent with MCL 10.33 and MCL 30.405(3), a willful violation of this order is a misdemeanor.

Given under my hand and the Great Seal of the State of Michigan.

Date: March 23, 2020

Time: 10:39 am



GRETCHEN WHITMER
GOVERNOR

By the Governor:

SECRETARY OF STATE