

November 21, 2022

Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was held in person at Gladwin City Hall located at 1000 W. Cedar Ave. in Gladwin Michigan. The meeting was called to order by Mayor Darlene Jungman at 5:00 p.m.

Present: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez, Smith, Winarski

Absent: None

Staff Present: Angela Bigham, Eric Killian, Karen SeKrenes, Christopher Shannon, Bernadette Weaver

Others Present: Mayor Sarah Kile, Darlene Jungman, County Commissioner Ron Taylor, Pastor Paul Kile, Trisha LaRue, Becky Hodgins, Kellie Sherlock, Bridget Kile, Tarah Kile, Hope Cumbee, Virginia Wesley, Richard Beadle, Fire Chief George Alward, State Representative Mike Hoadley and others

Mayor Darlene Jungman led the Pledge of Allegiance and Pastor Paul Kile gave the invocation.

Administering the Oath of Office: Council Members Carol Darlington, Jaimie Esiline, Cristy Gutierrez, and Linda Winarski. Mayor Sarah Kile

Exiting Mayor Darlene Jungman passed the gavel to Mayor Elect Sarah Kile. Mayor Sarah Kile gave a key to the city and plaque to Darlene Jungman and thank her for her service of 32 years. Then presented exiting Council Member Gardner with a certificate of appreciation for his service as a Council Member.

Mayor Sarah Kile conducted the remainder of the meeting.

Organizational: Mayor Sarah Kile appointed Council Member John Caffrey as the Mayor Pro Tem. Motion by Council Member Darlington, supported by Council Member Crawford to approve the appointment. All ayes. Motion Carried.

Approval of Minutes: Motion by Council Member Caffrey, supported by Council Member Bodnar to approve the minutes from the Regular Council meeting held on November 7, 2022. All Ayes. Motion carried.

Approval of Warrants: Motion by Council Member Crawford, supported by Council Member Winarski to approve warrant #23-013 in the amount of seventy-two thousand five hundred seventy-two dollars and eighty-four cents (\$72,572.84) and payroll ending 11/13/2022 in the amount of thirty-three thousand two hundred fifty-two dollars and forty-five cents (\$33,252.45). All ayes. Motion Carried.

Hearing of Delegations: State Representative Mike Hoadley congratulated Sarah Kile on her win as the mayor for the City of Gladwin and also gave congratulations to the newly and re-elected council members. Stated he was here to support them.

County Commissioner Ron Taylor gave congratulations and condolences to the newly and re-elected mayor and council members. Also stated everything at the county is typical.

Fire Chief George Alward gave congratulations to Sarah and the rest of those who won the election. Then asked the council to take serious consideration on the contract for the city administrator. I have been through a few city administrators and you currently have a good one. Probably one of the better ones we have ever had. Do what you have to do to keep him as the city manager. Go Flying G's.

Establish Agenda: Council Member Gutierrez motioned to have item i., administrators' contract removed from the agenda and replace it with a motion to review and consider putting together a committee for his contract. Stated old agenda had nothing about his contract when looking at the minutes that were just approved. When going around the table, the minutes state Council Member Smith commented a sub-committee is being formed to discuss employee retention. Also, if you look at the Charter it gives the Mayor the ability to make a sub-committee and to review a contract. The Mayor Pro Tem has no authority to do that. If you look at the Committee of the Whole agenda, it stated personnel matter. It says nothing about a contract. Two council members and the Mayor Pro Tem already met with the city administrator and have gone over the contract. The city administrator gave the council, they have to put in on the agenda or I am leaving. So, the Council made the decision to put it on the agenda. That is all in violation of the Opens Meeting Act. The Mayor is the only one who can form a committee. Section 6.2.2 in the Charter stated the Mayor shall appoint all councils and committees. Then read the paragraph referring to the appointments.

Motion was supported by Council Member Esiline. Mayor Kile asked if there was any discussion. Council Member and Mayor Pro Tem Smith stated the Mayor Pro Tem is the chairman of the personnel committee, which has become the Committee of the Whole (COW) and has the authority to call a non-quorum subcommittee, which was done in this case. There was no quorum and therefore was not a public meeting.

Mayor Kile asked for the City Administrator Christopher Shannon if he wanted to discuss the conversation with the city's attorney. City Administrator Christopher Shannon stated the Mayor presides over the council meetings, not a committee meeting. There is nothing in the Charter that stated otherwise. Anything the Council forms, as for as committees, is up to the Councils affirmative actions. Council Member Gutierrez stated, that is correct as long as it is done in an open meeting. Mayor Kile stated the attorney did say the Council should probably button up some of our procedures. The Committee of the Whole is a gray area and other municipalities she represents have done away with the Committee of the Whole.

Mayor Kile asked if there was any more discussion, hearing non requested for a Roll Call Vote:

Roll Call Vote:

Ayes:	Esiline, Gutierrez
Nays:	Bodnar, Caffrey, Crawford, Darlington, Smith, Winarski
Absent:	None
Abstain:	None

Motion failed.

Motion by Council Member Darlington, supported by Council Member Caffrey to approve the agenda as presented. Six (6) ayes, Two (2) nays. Motion carried

Consent Agenda: Motion by Council Member Gutierrez, supported by Council Member Darlington to approve the consent agenda as follows: Communications: i. Gladwin County Library Director's Report-November 15, 2022 Meetings: i. Gladwin Parks Commission Meeting Minutes-October 24, 2022 ii. Gladwin Rural Urban Fire Protection District Meeting Minutes-November 2, 2022 iii. Gladwin Airport Commission Meeting Minutes-November 10, 2022 iv. Gladwin County Trail Authority Meeting Minutes-November 10, 2022. All ayes. Motion carried

Public Comment: Chris Waugh gave comment on the City Administrators contract. Compared it to the county's administrator's wage. Does not feel the city administrator should have the wage and benefits for being with the city for his length of time. Don't see retaining him at a higher price. Her water bill and taxes have both gone up.

Richard Beadle inquired on the amount of the raise the city administrator would receive in his contract.

Old Business: None

New Business:

- a. Josh Christensen-Approval for Fundraiser-High School Track & Field. The Track & Field need new uniforms. Would like to do a fundraiser, with a 5K. Seeking approval to use the street with chalk. Will have signs. The event is tentatively set for June 10<sup>th</sup>, it is a Saturday. Motion by Council Member Caffrey, supported by Council Member Gutierrez to approve the fundraiser. All ayes. Motion carried.
- b. Trisha LaRue-Gladwin Sports Complex. Trisha LaRue informed the Council on what they have done and the plans moving forward. Reviewed the past year at the sports complex. Funding comes from players fees. This year irrigation system went down. Did receive APRA funds. Gave praise to the ground's keeper. Plans for the future: add handicap accessible to the fields, questioning adult leagues, update the bathrooms, new deep freeze and put in a wrestling building. Information Only, no vote needed.
- c. Appointment-Board of Review. Mayor Kile stated the recommendation for the Board of Review is Roger Krueger. Motion by Council Member Winarski, supported by Council Member Caffrey to approve the recommendation. All ayes. Motion carried.
- d. Fleis & Vandenbrink Proposal. City Administrator Christopher Shannon stated, this was the next step towards the waste water treatment plant. The engineering portion. It was discussed at the Committee of the Whole. Need to move forward. It is going to take time to meet our milestone. Will need to pay for this, the cost will come out of the waste water treatment plant fund. Motion by Council Member Gutierrez, supported by Caffrey. All ayes. Motion carried.
- e. Approval to seek DNR Grant. City Administrator Christopher Shannon stated this is an opportunity to seek a DNR SPARKS grant. The funds are federal and are in response to the pandemic. It is to create outdoor activity. Motion by Council Member Darlington, supported by Council Member Winarski to approve the request to seek the DNR SPARKS Grant. All ayes. Motion carried.
- f. Resolution-2023 Hardship Exemption. Assessor Weaver stated this was yearly housing keeping for the Board of Review. This comes in the form of a resolution. There is income guidance and it comes from the Federal Government. Perimeters are established. Motion by Council Member Caffrey, supported by Council Member Smith to approve the resolution. Roll Call Vote.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez Smith, Winarski  
 Nays: None  
 Absent: None  
 Abstain: None

Motion carried.

## **RESOLUTION – HARDSHIP EXEMPTIONS**

**WHEREAS:** The City Council of the City of Gladwin has recognized the need to adopt standardized guidelines when reviewing poverty exemptions.

**AND WHEREAS:** The guidelines were adopted prior to the 2022 March Board of Review which included income levels set forth using federal poverty income standards.

**NOW THEREFORE BE IT RESOLVED:** That the asset level for 2023 poverty exemption applications not exceed \$ 10,000 and the following income levels be utilized as well by the city board of review when considering 2023 applications for hardship exemptions:

<b>Size of Family Unit</b>	<b>Annual allowable income</b>
1 person	13,590
2 persons	18,310
3 persons	23,030
4 persons	27,750

5 persons	32,470
6 persons	37,190
7 persons	41,910
8 persons	46,630
For each additional person, add	4,720

The foregoing resolution was offered by Council Member Caffrey, supported by Council Member Smith.

**ROLL CALL VOTE:**

AYES: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez, Smith, Winarski  
 NAYS: None  
 ABSENT: None  
 ABSTAIN: None

I hereby certify that the above is a true and correct copy of a motion made and adopted at a regular meeting of the governing body on this 21<sup>st</sup> day of November, 2022.

\_\_\_\_\_  
 Marietta Andrist, City Clerk

**CERTIFICATE**

I, Marietta Andrist, Clerk of the City of Gladwin, do hereby certify the foregoing to be a true and correct copy of the resolution adopted by the Gladwin City Council at a regular meeting held November 21<sup>st</sup>, 2022.

\_\_\_\_\_  
 Marietta Andrist, City Clerk

- g. Resolution-2023 Meeting Schedule. City Administrator Christopher Shannon gave options for the 2023 meeting schedule. Informed the Council the first meeting date was a holiday for the City of Gladwin. The options would be to move the first scheduled meeting to the next business day on Tuesday, January 3, 2023 or the meeting could be canceled. The Charter states one meeting a month is required. Discussion took place. Motion by Council Member Darlington, supported Council Member Winarski to approve the meeting scheduled, with cancellation of the meeting on January 3, 2023.

**Roll Call Vote:**

Ayes: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez, Smith, Winarski  
 Nays: None  
 Absent: None  
 Abstain: None

Motion carried

**RESOLUTION  
 REGULAR MEETING SCHEDULE**

**WHEREAS**, the City Council of the City of Gladwin, Gladwin County, Michigan, pursuant to Act 267 of the Michigan Public Acts of 1976, as amended, and in accordance with Section 7.1 of the Gladwin City Charter, hereby gives notice to the public of the regular meeting schedule for the calendar year 2023.

**NOW THEREFORE BE IT RESOLVED**, the dates for holding regular meetings shall be as follows:

		April	3	June (Wednesday)	28	September (Tuesday)	5	December	4
January	16	April	17			September	18	December	18
February	6	May	1	July	17	October	2		
February	20	May	15	August	7	October	16		

March	6	June	5	August	21	November	6		
March	20	June	19			November	20		

**BE IT FURTHER RESOLVED**, that the City Council hereby establishes as its place and time for holding aforesaid regular meetings at the City Council Chambers, City Hall, 1000 West Cedar Avenue, Gladwin, Michigan at 5:00 p.m.

The foregoing resolution was offered by Council Member Darlington and seconded by Council Member Winarski.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez, Smith, Winarski  
 Nays: None  
 Absent: None  
 Abstain: None

Resolution declared adopted this 21st day of November 2022.

\_\_\_\_\_  
 Marietta Andrist, City Clerk

**CERTIFICATE**

I, Marietta Andrist, City Clerk of the City of Gladwin, do hereby certify the foregoing to be a true and correct copy of the resolution adopted by the Gladwin City Council at a regular meeting held on November 21, 2022 at 5:00p.m.

\_\_\_\_\_  
 Marietta Andrist, City Clerk

- h. Resolution-2023 Committee of the Whole Meeting Schedule. Motion by Council Member Caffrey, supported by Council Member Crawford to approve the resolution for the COW meetings.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez, Smith, Winarski  
 Nays: None  
 Absent: None  
 Abstain: None

Motion carried

**RESOLUTION  
 COMMITTEE of the WHOLE MEETING SCHEDULE**

**WHEREAS**, the City Council of the City of Gladwin, Gladwin County, Michigan, pursuant to Act 267 of the Michigan Public Acts of 1976, as amended, and in accordance with Section 7.1 of the Gladwin City Charter, hereby gives notice to the public of the Committee of the Whole meeting schedule for the calendar year 2023.

**NOW THEREFORE BE IT RESOLVED**, the dates for holding the Committee of the Whole meetings shall be as follows:

January	19	April	20	July	20	October	19
February	16	May	18	August	17	November	16

March	16	June	15	September	21	December	21
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**BE IT FURTHER RESOLVED**, that the City Council hereby establishes as its place and time for holding aforesaid Committee of the Whole meetings at the City Council Chambers, City Hall, 1000 West Cedar Avenue, Gladwin, Michigan at 5:00 p.m.

The foregoing resolution was offered by Council Member Caffrey and seconded by Council Member Crawford.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Esiline, Gutierrez, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Resolution declared adopted this 21st day of November 2022.

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Marietta Andrist, City Clerk

**CERTIFICATE**

I, Marietta Andrist, City Clerk of the City of Gladwin, do hereby certify the foregoing to be a true and correct copy of the resolution adopted by the Gladwin City Council at the regular meeting held on November 21, 2022 at 5:00p.m.

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Marietta Andrist, City Clerk

- i. Administrator's Contract. Mayor Pro Tem Smith stated a discussion on the contract was done in the COW and sub-committee. The city administrator asked for his contract to be open. December will mark the start of his fifth year of employment, retaining the city administrator was important. There is a lot of activity going on with the waste water treatment plant, a lot of moving parts. The raise amount for the first year would be eighty-six thousand (\$86,000.00). This amount is comparable to other cities that are in the same size range. Gladwin's wage is significantly lower. City Administrator Christopher Shannon has an offer with the City of Caro at ninety thousand (\$90,000.00). Chris has a bachelor's level. If we have to go back into the hiring process, getting a new city administrator will cost the eighty-six thousand (\$86,000.00). The sub-committee's recommendation is to open Chris's contract and approve the new contract. Mayor Pro Tem Smith stated that was a motion, was supported by Council Member Caffrey. Discussion- Council Member Gutierrez commented she would like to read the law on this, stating the reason a board can meet. Cow meetings is for informational purposes only. You cannot make decisions in a COW meeting; it is for discussion only. Continued to read a document regarding meetings. Stated again, she believes it is a violation of the Opens Meeting Act for the contract to be on the agenda. Council Member Winarski commented, as we have discussed in our COW, there has been some things that have occurred that have created turmoil in the community. The last election was contentious. You can say whatever you want, you can bring up whatever you like, but there are also consequences. I believe this is a consequence. December 18, 2022 would have been the second year of Chris's contract, making seventy-five thousand three hundred and twenty-three dollars (\$75,323.00). Next year his contract would have been opened and he would have asked for a raise, would not have been what we are looking at now.

Circumstances have come together to cause this situation. I agree with Council Member Smith, we need to retain our City Administrator. We will have to pay for an interim manager, possibly a search for a new manager and then when we will pay a higher cost for a new city manager. Council Member Bodnar asked the City Administrator Christopher Shannon to explain where the increase in cost would be coming from. It would not come out of the general fund, rather out of other line items. It won't be that hurtful to the city. City Administrator Christopher Shannon explained the funding could come out of different line items within the budget. The cost would be spread over several funds. Picked the sewer fund as an example. Council Member Darlington asked who had suggested to spread the city administrator's salary over those line items, was it the auditors? City Administrator Christopher Shannon stated, consultants and planners asked me about how I was being funded and they stated other communities spread the cost over several areas. Council Member Gutierrez stated, I am not negating the amount or what he has done for the city. I'm negating how the contract came to be. Comments lead me to believe, people think I am trying to oust him. That is not the case. I just think the contract was not done in a legal way. It was not discussed in an open meeting. Mayor Kile asked for a roll call vote.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Smith, Winarski  
Nays: Esiline, Gutierrez  
Absent: None  
Abstain: None

Mayor Comments: Mayor Kile thanked all those who were in attendance and commented she hoped they would join us again. GO BLUE, those that get to go down on Saturday, I believe we will watch our team win. Thanked Representative Hoadley, County Commissioner Ron Taylor, Fire Chief George Alward and Chris Waugh for their comments. We're doing this differently. We are going to do this together. I enjoy the spirited debate, that we should have and think we can do it in a way that respects the people that voted for us. We had a great meeting. I think we're ready to move forward, going to do some training together to serve the people of Gladwin. Pray we are going to move on together. Also, the City will be doing a city-wide home decoration contest. Please decorate your houses.

Council Member Comments: Council Member Winarski stated she appreciates all the support from our neighbors in Beaverton for the Gladwin football team.

Council Member Bodnar reviewed the meetings she had attended over the past two weeks. Commented, while volunteering at the Sacred Heart for their bazaar, Pam Weaver kept us up to date on the football game. It was so nice to have a group of people cheering the team on.

Council Member Esiline commented, her cousin Earl made the first touchdown in the first thirteen seconds of the game.

Council Member Caffrey welcomed the re-elected and newly elected council members.

Council Member Smith congratulated the newly elected and complimented the Mayor Kile on how she handled the meeting. Did a very good job and controlled the meeting. Commented on the home decorating contest. Some do a fantastic job every year and win. We had a conservation after last year, that the winners from last year, not be eligible to win this year. Give others a chance.

Council Member Darlington commented she attended the GAFT children's play for twelve and under. It a fantastic and Go Flying G's. Planning Commission meeting tomorrow at 5:15pm. Reminded everyone of the zoning ordinance public hearing on December 7, 2022.

Council Member Crawford commented Mayor Kile did a good job. You will only get better as time goes by. Go Gladwin. Welcomed the newly elected and re-elected members.

Council Member Gutierrez congratulated State Representative Hoadley elected and thanked him for attending the meeting. Congratulated newly and re-elected members. Stated she personally plans on doing her best then read a quote.

Administration Reports/ Comments: Utility Billing Clerk congratulated the new and re-elected member. Commented she hopes outgoing mayor, Dee Jungman, enjoys her retirement. Fire Chief Alward thanked all those that contributed to the Veterans Memorial. Current one has foundation issues.

City Administrator Christopher Shannon congratulated the newly elected members. Gave information on classes MML for those newly elected. No excuse not to attend, there is valuable information to learn. MML does a great job. Went over the welcoming packet for the new members.

Motion by Council Member Caffrey, supported by Council Member Bodnar to adjourn. All ayes. Motion carried. Meeting ended at 6:20 p.m.

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Mayor Sarah Kile

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Marietta Andrist, Clerk



