

June 1, 2020

Gladwin, Michigan

The Regular Meeting, **via Tele Conference with Go To Meeting**, of the Gladwin City Council was called to order by Mayor Darlene Jungman at 5:00 p.m.

Present: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Absent: None

Staff Present: Christopher Shannon, Marietta Andrist, Bernadette Weaver, Julie Shearer, Angela Bigham, Tom Molski, Karen SeKrenes

Also Present: Mike Rajt, other unknown callers, were only known by a number when connecting into the meeting

Mayor Jungman led the Pledge of Allegiance and Council Member Sarah Kile gave the invocation.

Motion by Council Member Gardner, supported by Council Member Caffrey to approve the minutes from the regular council meeting on May 18, 2020 with the correction of adding Council Member Gardner's name to the Roll Call Vote to recess of the regular meeting and enter into the Public Budget Hearing – 2020/2021. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Motion by Council Member Caffrey, supported by Council Member Crawford to approve warrant #20-033 in the amount of \$8917.26 and payroll in the amount of \$55,682.01 and warrant #20-034 in the amount of \$87,664.02. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Hearing of Delegations: None

Establish Agenda. City Administrator Christopher Shannon asked for a Resolution for a Special Assessment for Removal of Weeds be added to the agenda. Motion by Council Member Caffrey, supported by Council Member Winarski to approve the agenda with the addition of a Resolution for a Special Assessment for Removal of Weeds. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Consent Agenda. Motion by Council Member Kile, supported by Council Member Caffrey to approve the Consent Agenda as follows: a. Communications: i.) Charter Communication-Upcoming Changes b. Meetings: i.) Housing Commission Minutes-April 14, 2020.

Public Comment: None

Old Business: 2nd Reading/Review Only of the 2020-2021 Budget. City Administrator Christopher Shannon stated the budget was adopted by resolution at the last council meeting, this was on the agenda for reviewing and to inquire if the council had any questions. No vote required; resolution was adopted on May 18, 2020.

**RESOLUTION
CITY OF GLADWIN
2020-2021 BUDGET
ADOPTING RESOLUTION**

WHEREAS, the City Administrator has submitted and filed with the City Council a proposed budget estimating revenues and expenditures for 2020-2021 fiscal year as required by Article XIV, Section 14.2 of the City Charter and Act 2, Michigan Public Acts of 1968, as amended, and

WHEREAS, the City Council in accordance with Act 2 Michigan Public Acts of 1968, as amended, has set the date May 18, 2021 for a public hearing at 5:00 o'clock PM, or as soon thereafter as the agenda permits, to receive citizen comment on the proposed budget as presented herein. The notice of public hearing was published in a newspaper of general circulation on May 11, 2020 a public hearing on the proposed budget was held on May 18, 2020. A copy of the affidavit of publication of said public hearing is on file with the City Clerk.

WHEREAS, the City of Gladwin adopts the 2020-2021 fiscal year budgets for the various funds by Activity/Department. City officials responsible for the expenditures authorized in the budget may expend city funds up to, but not to exceed, the total appropriation authorized for each Activity/Department.

NOW, THEREFORE, BE IT RESOLVED, the City Council, after such hearing thereon and consideration thereof, does hereby adopt said budget as represented herein and fixes the tax of 14.6457 mills for general operating purposes, and 1.8000 mills for Sewer Debt, to be raised by a general ad valorem tax upon owners of Real and Personal Property in the City, by the authority granted, and in accordance with the Michigan Constitution, the General Property Tax Act 206, Michigan Public Acts of 1893, as amended, and City Charter, Article XIV.

BE IT FURTHER RESOLVED, that pursuant to MCLA 41.75 all claims (bills) against the City shall be approved by the Gladwin City Council prior to being paid. The City Clerk and Treasurer may pay certain bills prior to approval by the Gladwin City Council to avoid late penalties, service charges and interest (primarily utilities) and payroll in accordance with the approved salaries and hourly rates adopted in this appropriations act. The City Council shall receive a list of claims (bills) paid prior to approval for approval at the next Council meeting.

BE IT FURTHER RESOLVED, that the City Treasurer be authorized and directed to amend the 2020-2021 budget in accordance with the projected budget as follows, and

BE IT FURTHER RESOLVED, that the City Treasurer be authorized and directed to make such transfers between the various funds in accordance with the adoption of the budget as follows, and

BE IT FURTHER RESOLVED, that the City Administrator be authorized to transfer up to \$5,000.00 from any function of this budget to any other function of the budget within the same fund without further approval.

GENERAL FUND		2018-2019	2019-2020	2020-2021
		Actual	Anticipated	Proposed
REVENUE			Final	Budget
Taxes	\$	851,148	\$ 886,611	\$ 881,322
Licenses		49,236	61,677	46,950
Federal Grants		0	27,800	0
State Grants		0	15,100	0
Charges for Services		198,109	195,500	195,500
Interest and Rents		21,942	13,450	12,500
Other Revenues		375,861	388,740	316,646
Department Revenues		299,340	102,032	109,850
Other Financing Sources		46,396	85,638	116,076
Total Revenue and Other Sources	\$	1,830,910	\$ 1,776,548	\$ 1,678,844

EXPENDITURES				
	General			
101	Government	\$ 646,743	\$ 557,228	\$ 578,897
272	Code Enforcement	9,600	7,825	8,265
276	Cemetery	49,608	38,700	39,511
301	Public Safety	605,916	552,306	519,158
441	Public Works	318,394	350,780	372,562
751	Parks and Recreation	140,151	125,309	161,351
	Debt Service	19,663	20,138	20,576
	Other Financing Uses		43,700	43,700
Total Expenditures and Other Uses		\$ 1,790,075	\$ 1,695,986	\$ 1,744,020
Net Revenues (Expenditures)		40,835	80,562	(65,176)
Other Sources - Fund Financing Balance				\$ 65,176
Beginning Fund Balance		1,283,901	1,324,736	1,405,298
Ending Fund Balance		\$ 1,324,736	\$ 1,405,298	\$ 1,340,122

MAJOR STREET FUND		2018-2019	2019-2020	2020-2021
		Actual	Anticipated	Proposed
REVENUE			Final	Budget
Federal Grants	\$	0	\$	0
State Revenue		323,774	274,279	310,125
Interest		1,541	3,600	3,500
Other Revenues		733	1,550	0
Other Financing Sources		50,000	50,000	25,000
Total Revenues and Other Sources	\$	376,048	\$ 329,429	\$ 338,625

EXPENDITURES

Highways, Streets and Bridges	\$	157,741	\$	159,676	\$	161,909
Other Financing Uses		25,000		110,000		100,000
Total Expenditures and Other Uses	\$	182,741	\$	269,676	\$	261,909
Net Revenues (Expenditures)		193,307		59,753		76,716
Beginning Fund Balance		532,260		725,567		785,320
Ending Fund Balance	\$	725,567	\$	785,320	\$	862,036

LOCAL STREET FUND

		2018-2019 Actual		2019-2020 Anticipated Final		2020-2021 Proposed Budget
REVENUE						
State revenue	\$	114,585	\$	117,548	\$	122,256
Interest/Other		250		1,850		240
Other Financing Sources		25,000		290,000		260,000
Total Revenues and Other Sources	\$	139,835	\$	409,398	\$	382,496
EXPENDITURES						
Highways, Streets and Bridges	\$	326,862	\$	392,388	\$	329,164
Other Financing Uses		0				0
Total Expenditures and Other Uses	\$	326,862	\$	392,388	\$	329,164
Net Revenues (Expenditures)		(187,027)		17,010		53,332
Beginning Fund Balance		10765		(176,262)		(159,252)
Ending Fund Balance	\$	(176,262)	\$	(159,252)	\$	(105,920)

MUNICIPAL STREET FUND

		2018-2019 Actual		2019-2020 Anticipated Final		2020-2021 Proposed Budget
REVENUE						
Taxes	\$	111,020	\$	111,786	\$	113,830
Interest		1,573		1,800		1,800
Other Financing sources		0				0
Total Revenues and Other Sources	\$	112,593	\$	113,586	\$	115,630
EXPENDITURES						
Highways, Streets and Bridges	\$	0	\$		\$	0
Other Financing Uses		61,647		160,500		115,500
Total Expenditures and Other Uses	\$	61,647	\$	160,500	\$	115,500

Net Revenues (Expenditures)	50,946	(46,914)	130
Beginning Fund Balance	199,529	250,475	203,561
Ending Fund Balance	\$ 250,475	\$ 203,561	\$ 203,691

LIQUOR LAW ENFORCEMENT FUND

	2018-2019 Actual	2019-2020 Anticipated Final	2020-2021 Proposed Budget
REVENUE			
State Grants/ license	\$ 4,940	\$ 5,000	\$ 5,000
Interest	26	40	40
Total Revenues and Other Sources	\$ 4,966	\$ 5,040	\$ 5,040
EXPENDITURES			
Personnel Services	\$ 6,934	\$ 5,040	\$ 5,000
Miscellaneous expenses	0		0
Total Expenditures and Other Uses	\$ 6,934	\$ 5,040	\$ 5,000
Net Revenues (Expenditures)	(1,968)	0	40
Beginning Fund Balance	2,556	588	588
Ending Fund Balance	\$ 588	\$ 588	\$ 628

DOWNTOWN DEVELOPMENT AUTHORITY

	2018-2019 Actual	2019-2020 Anticipated Final	2020-2021 Proposed Budget
REVENUE			
Taxes	\$ 206,935	\$ 218,140	\$ 233,128
Interest Earnings	2,061	1,350	1,350
Other Revenues	729		0
Total Revenues and Other Sources	\$ 209,725	\$ 219,490	\$ 234,478
EXPENDITURES			
Personnel Services	\$ 8,355	\$ 12,271	\$ 12,923
Supplies and Materials	5,032	3,000	3,000
Services	41,724	62,950	86,950
Capital Outlay	0	0	0
Other Financing Uses	129,685	102,299	131,076
Total Expenditures and Other Uses	\$ 184,796	\$ 180,520	\$ 233,949
Net Revenues (Expenditures)	24,929	38,970	529

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Beginning Fund Balance	34,131	59,060	97,841
Ending Fund Balance	\$ 59,060	\$ 98,030	\$ 98,559

DRUG LAW ENFORCEMENT FUND	2018-2019	2019-2020	2020-2021
	Actual	Anticipate	Proposed
REVENUE		Final	Budget
Federal Grants	\$ 0	\$	\$ 0
Drug Forfeitures	26,378	31,000	31,000
Other Revenues	1,030	38,750	47,410
Other Financing Sources	0		0
Total Revenues and Other Sources	\$ 27,409	\$ 69,750	\$ 78,410
EXPENDITURES			
Personnel Services	\$ 11,764	37,200	51,556
Services		1,500	1,500
Other Expenditures	1,773	3,000	3,000
Capital Outlay	0		0
Total Expenditures and Other Uses	\$ 13,537	\$ 41,700	\$ 56,056
Net Revenues (Expenditures)	13,872	28,050	22,354
Beginning Fund Balance	158,773	172,645	200,695
Ending Fund Balance	\$ 172,645	\$ 200,695	\$ 223,049

foregoing resolution was offered by Council Member Caffrey, supported by Council Member Gardner.

Roll Call Vote:

Ayes: Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: Bodnar

Absent: None

Abstain: None

Resolution declared adopted this 18th day of May, 2020.

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 May 18, 2020 at 5:00 PM.

Marietta Andrist, City Clerk

New Business: Mike Rajt -Chair of Wiggins Lake Level Authority gave an update on Wiggins Lake Dam. It has had four (4) inspections since flooding, with the last one was today, which was by divers. No significant damage was found, but precautionary measures are being taken. The dam is safe, but things will need to be done. DWP Supervisor Tom Molski questioned why the lake could not be lowered knowing several of inches of rain was coming. Mike Rajt stated there are court orders preventing that to happen. The DNR, DEQ and fisheries would not allow that. It could damage the environment. Discussion followed.

Water Treatment Plant Payment Change Order. City Administrator Christopher Shannon informed council of a change order, which is a reduction in expenses in the amount of three thousand one hundred and seventy-five dollars (\$3,175.00) and approval is needed. Motion by Council Member Smith and supported by Council Member Caffrey to approve the change order. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Gladwin County Equalization Contract Renewal. City Assessor Bernadette Weaver stated this was a yearly contract entered into with the County Equalization Department. It involves printing of tax bills, if needed assessment rolls, balancing the tax rolls, assisting tax payers with title or property lines and property boundaries. The option the City normally chooses is option number three (3) which has two (2) add on options. The City usually does not take those two options due to the City Assessor Bernadette Weaver printing and mailing her own property statements. Council Member Kile inquired if this involved inspections with the County to avoid a conflict of interest and City Assessor Bernadette Weaver stated it did not. Motion by Council Member Caffrey and supported by Council Member Gardner to approve the renewal of the contract. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Resolution-2019-2020 Budget Amendments. City Administrator Christopher Shannon brought the budget to the Council to ask Council to approve the budget amendments for the 2019-2020 budget. These budget amendments will take the budget through June 30, 2020. Council Member Kile asked if the June 24, 2020 Council meeting would still take place, as that meeting is normally reserved for final bills and amendments. City Administrator Christopher Shannon stated it may still need to happen if adjustments need to be made. Interim Treasurer Julie Shearer stated the approval of the budget can be done any time in the month of June. If anything drastic happened to one-line item and it needed adjusted, that one item can be brought back to the Council. Motion by

Council Member Gardner and supported by Council Member Caffrey to approve the 2019-2020 Budget Amendments. Roll Call Vote:

Ayes: Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: Bodnar

Absent: None

Abstain: None

Motion Carried.

Community Center Discussion. City Administrator Christopher Shannon stated the Community Center building damage settlement would reach the cap of one hundred thousand (\$100,000.00), and was also working on a separate claim for the waste water treatment plant. The topic was brought to Council to see how they would like to proceed with the Community Center building. Council Member Bodnar asked why it had not been brought to the Parks Committee. City Administrator Christopher Shannon stated due to the Governor's Executive Orders only essential services should happen and the only meeting being held at this time is the Council meetings. Discussion followed. The consensus of the Council was not to put any dollars into restoring the building. Motion by Council Member Darlington, supported by Council Member Bodnar to not put money into the Community Center for restoration. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Voter Location Change. City Clerk Marietta Andrist asked for approval, pending the approval of the Diocese from Sacred Hearts, to use their Activity Center for voting due to the Community Center flood damage. Motion by Council Member Kile, supported by Council Member Caffrey to approve to voter location. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Resolution-Special Assessment for Removal of Weeds. City Administrator Christopher Shannon presented a Resolution for Assessment for Removal of Weeds. The Resolution was read aloud by City Clerk Marietta Andrist for the record. The Resolution would allow the City to assess fees for weed removal on four (4) parcels of property, with the total being two hundred and eighty-five (\$285.00) for all four (4) properties. These are for offences which occurred in the fall of 2019. Motion by Council member Caffrey, supported by Council Member Winarski to approve the Resolution-Special Assessment for Removal of Weeds. Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Mayor Comments-Commission/ Committee Reports. Mayor Darlene Jungman stated she had been delivering meals for the Red Cross.

Council Member Comments- Council Member Winarski gave a shout out to Richard and Tiffany Greenman, along with Jody Young for opening their gym, Forge Fitness, as a distribution center for flood victims. Dow has now taken over and has a tent behind Forge Fitness. Asked to please not

cast despairing eyes on those who can't help physically, many help in other ways. Be kind. Council member Kile agreed with Council Member Winarski and said we need to focus on the positive. So much is going on. Many community members are helping. Cristy Gutierrez is helping run logistics at the Emergency Operation Center (EOC) and Evette Keast from the Chamber is helping as well. Reminder people to call 211 if they need help. To date 211 has received 1770 call and 743 have been flood related. There currently are three distribution centers, Council Member Bodnar thanked those who are helping and stated it was good to see people stepping up and doing what they can. Council Member Smith stated him and his wife Holly had helped a friend in Midland, stated our City had flood problems, but nothing like Midland and Sanford. The out pouring of volunteers has been amazing. Council Member Caffrey gave shout out to the DPW workers and the Police Department for working hard and long to keep the waste water treatment plant up and going. We should be counting our blessings; Sanford looks like a war zone. Also gave a shout out to Emergency Manager Bob North. Council Member Gardner thanked everybody who is helping, to Council Member Kile for all she does and the first responders. Also stated, we have an awesome community; we stand up and be proud when we need too. Council member Crawford gave kudos to the volunteers, Bob North, Mike Rajt, Chris, the Sherriff, Tom Molski and the DPW workers. Also agreed with Council Member Winarski, not everybody can psychically do a lot but help where they can. Council Member Darlington agreed with all the thanks given to people. Stated families she has been working with in Billings and Hay Township have been going through many stages emotionally and physically. They are overwhelmed. If you are a praying person, please pray. Administration Reports/Comments: City Assessor Bernadette Weaver stated we have a pretty amazing community, people help one another. Continue to encourage and help where you can. City Clerk Marietta Andrist agreed with Council Member Darlington, prayer is needed for those involved in the storm. City Administrator Christopher Shannon spoke of the storm and stated DPW Supervisor Tom Molski never left, even after the evacuation notice, they stayed. Stated the City was looking for volunteers. There is a good crew at the DPW. We are operating wounded, first the COVID-19 pandemic and now the flooding. The water treatment plant was put online on Wednesday and things ran well. Paving and landscaping are being worked on. Thanked all the volunteers who have been helping with the flooding and if you want to help to call Evette Keast. She is working with the Emergency Response Team. The City was asked if they could spare anyone to help with the flooding. Hats off to Angela Bigham for going to help at Billings Township Hall, which is a distribution Center. There are dumpsters available at the City Garage and Park for residents to utilize. Not time for criticism, people are having to make quick decisions. Asking for patience and understanding. Farmer's Market construction with Gerber is schedule to start around the third week in July. Gerber will work with vendors to keep the market open during the construction. The City received its first application for mosquito abatement on Wednesday and the 2nd application will be this coming Wednesday. People can opt out by calling APM. Currently working with Rowe on Arcade Street, It is just about ready to be put out for bid. Lew Bender has two dates available to reschedule our canceled meeting. They are July 10th or August 4th. Discussion followed. The consensus from Council was for Tuesday August 4, 2020.

Motion by Council Member Caffrey, seconded by Council Member Darlington to adjourn.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Kile, Smith, Winarski

Nays: None

Absent: None

Abstain: None

Motion Carried.

Meeting ended at 6:31p.m.