

June 24, 2020

Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was held at Gladwin City Park at pavilion # 2 and was called to order by Mayor Darlene Jungman at 5:00 p.m.

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

Absent: Caffery

Staff Present: Christopher Shannon, Marietta Andrist, Bernadette Weaver, Julie Shearer, Angela Bigham, Tom Molski, Eric Killian, Nathan Day, Tim Yuergens, Karen SeKrenes

Also Present: Mayor Darlene Jungman, Alicia Mead, Stacy Demerest, Matt Demerest, Todd Hall, Shantel Walker, Kimber Harless, Cristy Gutierrez, Mike Shearer, Jack Emeott

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

Motion by Council Member Kile, supported by Council Member Gardner to approve the minutes from the regular council meeting on June 15, 2020. All Ayes. Motion Carried.

Motion by Council Member Crawford, supported by Council Member Winarski to approve warrant #20-036 in the amount of \$34,141.07 and payroll for the period ending 6/14/2020 in the amount of \$30,360.13. All Ayes. Motion Carried.

Hearing of Delegations: None

Establish Agenda. Motion by Council Member Gardner, supported by Council Member Bodnar to approve the agenda. All ayes. Motion carried.

Consent Agenda. Motion by Council Member Darlington, supported by Council Member Crawford to approve the Consent Agenda as follows: a. Communications: i.) Library May Usage Report 2020 ii.) Consumer Energy Company Case No. U-20702 iii.) Buckfire Law Firm b. Meetings: i.) Airport Commission Meeting Minutes-June 11, 2020 All Ayes. Motion Carried

Public Comment: Todd Hall spoke on bringing PAR to the community and wanted a petition started. Mr. Hall stated Council Member Kile informed him, he should gather information and bring it to the Council. Mr. Hall had concerns over a gentleman outside the court house shouting out racial comments and swearing. Mr. Hall stated the behavior had gone on for three (3) days and nothing was being done about it. Mr. Hall quoted Act 328 of 1931 which covers Ethnic Intimidation. Mr. Hall stated a victim of the intimidation was now being charged. Where is the fairness. Mr. Hall continued making comments and became loud and started screaming towards the Council. Chief of Police Killian, Officer Day and Officer Yuergens got up and moved towards Mr. Hall. Mr. Hall left the meeting on his own and did not return.

Old Business: Community Center: City Administrator Christopher Shannon requested permission to seek bids to demolish the Community Center building. This would be for information on cost only at this time. City Administrator Christopher Shannon stated the City would do an RFP to seek bids.

The Council consensus was to move forward with the RPF to obtain costs for demolishing the building.

New Business: a.) Request for Block Party. Connie Leach, Brandon Koontz and Dominick LaFrate sent a letter to Council requesting to closure of a portion of Arcade Street for two days over the fourth of July weekend for a block party. Discussion followed. Motion by Council Member Darlington, supported by Council Member Kile to approve the street closure for one (1) day, from 8:00am-11:59pm on the fourth of July. 6-Ayes, 1 Nay. Motion Carried.

b.) Special Recognition. Alicia Mead received a Special Recognition Award from the City, which was given to Christmas Kindness, Bethany Baptist Church in Grand Blanc, Grace Christian Church and Aaron and Elizabeth Mead for their help with a City resident. The group helped Jenny Kish, a resident in the City who received extensive flood damage during the flooding event on May 20, 2020. The group has helped clean her home and raised forty-two hundred dollars (\$4,200.00) to help with expenses. Recognition awards were handed out to Alicia Mead for the group.

c.) Household Hazardous Material Collection. City Clerk Marietta Andrist requested approval for a bid from DLD- Drug and Laboratory Disposal, Inc. for the collection of the household hazardous materials which would be collected on August 22, 2020. Discussion followed. Motion by Council Member Gardner, supported by Council Member Darlington to approve the bid. All Ayes. Motion Carried.

d.) Resolution-2019/2020 Budget Amendments. Interim Treasurer Julie Shearer informed the Council the 2019/2020 Budget Amendments presented reflects where the City will end the fiscal year. Motion by Council Member Darlington, supported by Council Member Gardner to approve the 2019/2020 Budget Amendments. Roll Call Vote:

Roll Call Vote:

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

Nays: None

Absent: Caffrey

Abstain: None



1000 West Cedar Avenue  
Gladwin, Michigan 48624  
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## **RESOLUTION**

### **2019-2020 Budget Amendment**

**WHEREAS**, the City Council adopted a budget for the 2019-2020 fiscal year on May 20, 2019 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, held a public hearing at 5:00 o'clock PM, on that date to receive citizen comment on the proposed budget. The notice of public hearing was published in a newspaper of general circulation on May 1, 2019. A copy of the affidavits of publication of said public hearing are on file with the City Clerk, and

**WHEREAS**, the City of Gladwin adopts the 2019-2020 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, and

**WHEREAS**, the City Council, after such hearing thereon and consideration thereof, did adopt said budget as represented herein and fixed the tax of 14.6457 mills for general operating purposes, and 1.7581 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, and

**WHEREAS**, all claims (bills) against the City shall be approved by the Gladwin City Council prior to being paid, with the exception of certain bills approved by the Gladwin City Council to avoid late penalties, service charges and interest 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, and

**WHEREAS**, the City Treasurer was authorized and directed to make such transfers between the various funds in accordance with the adoption of the budget as follows, and

**WHEREAS**, the City Administrator was 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.

**NOW, THEREFORE, BE IS RESOLVED**, that the following amendment be adopted to correct some clerical errors that were discovered subsequent to the adoption of the original 2019-2020 fiscal year budget.

<b>GENERAL FUND</b>	2019-2020 Original  Adopted	20192020 Actual  YTD <b>AS OF 5/26/2020</b>	2019-2020 Yr End Final adoption
<b>REVENUE</b>			
Taxes	908,090	832,294	884,911
Licenses	61,177	43,825	59,415
Federal Grants	0		27,800
State Grants	13,263		15,100
Charges for Services	1,550		
Interest and Rents	11,400	14,358	15,200
Other Revenues	399,100	329,310	518,632
Department Revenues	318,050	248,706	301,472
Other Financing Sources	137,663	85,638	85,638
<b>Total Revenue and Other Sources</b>	<b>1,850,293</b>	<b>1,554,131</b>	<b>1,908,168</b>
<b>EXPENDITURES</b>			
101	608,120	523,102	592,801
272	7,825	3,775	5,025
276	50,370	39,190	45,850

301	567,830	432,354	551,514
441	352,445	308,300	343,710
602	0	0	
751	142,670	100,253	114,809
Debt Service	20,138	20,138	20,138
Other Financing Uses	33,700	43,700	43,700
<b>Total Expenditures and Other Uses</b>	<b>1,783,098</b>	<b>1,470,812</b>	<b>1,717,547</b>
<b>Net Revenues (Expenditures)</b>	<b>67,195</b>	<b>83,319</b>	<b>190,621</b>
<b>Beginning Fund Balance</b>	<b>1,593,208</b>	<b>1,324,736</b>	<b>1,324,736</b>
<b>Ending Fund Balance</b>	<b>1,660,403</b>	<b>1,408,055</b>	<b>1,515,357</b>

The foregoing resolution was offered by Council Member Darlington, seconded by Council Member Gardner.

Roll Call Vote:

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

Nays: None

Absent: Caffrey

Abstain: None

Resolution declared adopted this 24th day of June, 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 June 24th, 2020 at 5:00 PM.

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

e.) Resolution-Schedule of Fees & Charges. Mike Engels, from Michigan Rural Water Association, presented documents to validate the need to increase water and sewer rates. A mathematical

formula is used to determine a cost to support the budget. Mr. Engels stated all increases are due to the new water plant loans and there is zero dollars set aside for capital improvements. Utility Billing Clerk Karen Sekrenes spoke on the current delinquent status of water bills. There were only four (4) accounts which had never been on the list before. All other accounts on the delinquent list are those that appear on the list from time to time. Council Member Darlington was concerned with not having dollars set aside for repairs and improvements and stated the Council needed to start looking into putting dollars aside. Motioned by Council Member Smith, supported by Council Member Bodnar. Roll Call Vote:

Roll Call Vote:

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

Nays: None

Absent: Caffrey

Abstain: None



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## RESOLUTION RESOLUTION TO AMEND CITY OF GLADWIN SCHEDULE OF FEES AND CHARGES

**WHEREAS**, the City Council of the City of Gladwin established a Schedule of Fees and Charges for the City of Gladwin at a meeting held on January 20, 2020; and

**WHEREAS**, any changes or additions to this Schedule require a resolution; and

**WHEREAS**, the rising cost of providing services and the iron removal treatment plant has made it necessary to increase water and sewer rates as authorized by resolution adopted June 24, 2020; and

**WHEREAS**, other fees and charges have been reviewed and adjusted as needed.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Gladwin Schedule of Fees and Charges be adopted in its entirety, as attached.

The foregoing resolution was offered by Council Member Smith, seconded by Council Member Bodnar.

Roll Call Vote:

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

Nays: None

Absent: Caffrey

Abstain: None

Resolution declared adopted this 24 day of June 2020.

\_\_\_\_\_  
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 June 24, 2020.

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

**SCHEDULE OF FEES AND CHARGES**

Adopted by resolution of the City Council on June 24, 2020

**PUBLIC WORKS**

<b>UTILITY RATES – EFFECTIVE JULY 1, 2020</b>		
<b>WATER RATES</b>		
Monthly Base Rate		
	Non-metered services	12.50
	Less than 1” meter	8.95
	1" meter	12.34
	1.5” meter	16.09
	2” meter	25.50
	3" meter	93.71
	4” meter	120.09
	6” meter	158.82
	Fire suppression – 4” service	18.10
	Fire suppression – 6” service	24.25
	Fire suppression – 8” service	36.20

	Bulk 25.00/Tank + Volume Charge/1,000 gal	
<b>Other Charges</b>		
	17,000 gallons or less (per thousand gallons)	4.38
	Over 17,000 gallons (per thousand gallons)	3.54
	Turn on fee	25.00
	Turn off fee	25.00
	Turn on or off fee - after regular business hours Plus applicable employee hourly rate	75.00
	Thawing frozen water service	150.00
	Water meter removal	150.00
	Re-install water meter	65.00
<b>Tap Fees – Additional connection fees may apply as established by City Council</b>		
	Less than 1”	600.00
	1”	725.00
	1.5”	950.00
	2”	1750.00
	3”	2100.00
	4”	2,450.00
	6”	3,550.00
	8”	4,650.00
	For all services over 1" pipe, property owner furnishes meter to City specifications	
Additional fee for water connection that crosses street		750.00
<b>SEWER RATES</b>		
Monthly Sewer Base Rate		11.58
Per Thousand Usage		6.88
Sewer Flat Rate - Laundromats		479.40
Sewer Non-metered		30.19
Pre-Treatment		81.90

Tap Fees - Additional connection fees may apply as established by City Council			
	Sewer Tap Fee - in assessed district	4"	1,000.00
	and Riverview Sub	6"	2,000.00
		8"	3,000.00
	Lennon Lane - tap fee plus connection fee schedule		
	Other Areas	4"	1,800.00
		6"	2,800.00
		8"	3,800.00
Additional fee for sewer connection that crosses street			750.00
<b>GARBAGE</b>			
Monthly garbage fee			17.00
Extra Carts			6.50

Code of ordinances ' 52.14 states "shall be established from time to time by resolution of the City Council."

<b>WASTEWATER CONTRIBUTION PERMITS</b>	
Residential	100.00
Commercial or Industrial	500.00
IPP	250.00

As established by ordinance [see Code of Ordinances ' 51.076(B)]

In addition, as stated in ' 51.125 of the Code of Ordinances, "The POTW may adopt charges and fees which may include:

- (a) Fees for reimbursement of costs of setting up and operating the POTW pretreatment program;
- (b) Fees for monitoring, inspection and surveillance procedures including the cost of reviewing monitoring reports submitted by the IU;
- (c) Fees for reviewing accidental discharge procedures and construction;
- (d) Fees for permit applications including the cost of processing such applications
- (e) Fees for filing appeals;
- (f) Other fees as the POTW may deem necessary to carry out the requirements contained herein. The fees relate solely to the matters covered by this chapter and are separate from all other fees chargeable by the POTW.

At the current time, no record has been found adopting and charges or fees for the pretreatment program.

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<b>STREET OPENINGS</b>	
Permit for individual street opening	25.00

### **GENERAL REGULATIONS**

Abandoned and Junked Vehicles (Code of Ordinances '90.04) permit required	20.00
Animals (Code of Ordinances '91.09) license required	10.00
<i>Parks and Recreation (Code of Ordinances '95.25)</i>	
Dumping Fee	5.00
Camping per night Effective Jan. 1, 2020	28.00
Camping – Weekly (50% Reservation)	150.00
Camping – Monthly (50% Reservation)	510.00
Cancelations – 36 hours 100% refund 24 hours 50% refund Less than 24 hours or no contact \$0	
Wilderness Cabin Rental	45.00 per day or 250.00 for seven nights *Maximum rental is 14 consecutive days.
Pavilion Reservations (non-refundable)	50.00
NorthPark Pavilion - Deposit	75.00
NorthPark Pavilion – Rental (Non-Refundable)	50.00
Park Entry – Annual Effective Jan. 1, 2020	15.00
Park Entry – Daily	3.00

### **BUSINESS REGULATIONS**

Used Auto Dealers (Code of Ordinances '111.04) license required	No fee established
<i>Peddlers (Code of Ordinances '112.03) license required</i> By motion of City Council on March 17, 1997	
Per day	25.00
Per week	50.00
Per Month	100.00
Per Quarter	150.00
Per Annum	250.00

Junk Yards (Code of Ordinances `113.02) license required	No fee established
<i>Yard Sales &amp; License Fees</i>	
Yard Sale Permit (Code of Ordinances `114.03) permit required	\$3.00
Failure to remove yard sale signs (Code of Ordinances `114.07(b))	\$10.00
Liquor license – Police Investigation/Resolution	50.00
Precious Gem License (annual fee)	50.00
Pawnbrokers License (annual fee)	100.00

**OTHER MISCELLANEOUS CHARGES AND FEES NOT ESTABLISHED BY ORDINANCE**

**HIGHLAND CEMETERY**

Lot Prices (includes \$250 for perpetual care)	
Resident	\$400.00
Non-resident	550.00
Non-resident taxpayer	450.00
Grave Openings	
Adults (effective 10/1/02 resolution)	450.00
Infants (under 1 year of age)	300.00
Saturdays and weekdays after 4:00 PM	650.00
Sundays and paid holidays	750.00
Cremation	150.00
Saturdays and weekdays after 4:00 PM	450.00
Sundays and paid holidays	550.00
Disinterment	750.00
Cremation Disinterment	200.00
Foundations	
Veteran Marker	50.00
Marker size 24” and under	75.00
Over 24” but less than 48”	100.00

48" and over	150.00
Use of Chapel	No charge
Crypt Opening	225.00
Crypt Lettering (per letter)	10.00
Bar for Crypt Lettering	36.00
Perpetual Care (lots sold before perpetual care was included)	150.00
Administrative Charges and Fees	
Code of Ordinances Book	75.00
Zoning Board of Appeals Publication Fee	250.00
Zoning Ordinance Book	35.00
Zoning Permit Fee	25.00
Site Plan Review Requiring Review by Engineer/Professional Planner	Fees as Charged to City
Sign Permit – Temporary	10.00
Sign Permit – Permanent	100.00 Plus any additional review fees
Master Plan Change Filing Fee	250.00
Master Plan Copy	25.00
Special Use Request Filing Fee/Public Hearing	250.00
Planning Unit Development/Subdivision	250.00
Police Reports – Accident Report	Per FOIA Requirements
Police Reports – Incident Report	Per FOIA Requirements
Notary Fee – Non-Residents	5.00
Copy of Tax Receipt	2.00
Copies - each	.50
Returned Check Charge	25.00

Fax - first page	3.00
Fax - each additional page	1.00
Charter Booklet	3.00
Gladwin County Maps	1.50
Freedom of Information Act – Requests for information may be charged according to the statute under the Freedom of Information Act.	
<i>Amphitheater-Rental</i>	75.00

Mayor Comments-Commission/ Committee Reports. Mayor Darlene Jungman thanked everyone for coming and to have safe weekend.

DPW Supervisor Tom Molski spoke on the iron removal plant. It was up and running. The plant has been filtrating water. Things are working well. It will take time to clean sediment out of the lines.

Council Member Comments- Council Member Darlington commented the Planning Commission met on July 23, 2020 at the Farmer's Market. Meetings will be held at the Fire Department from now on. Additional information is needed on one agenda item. The outburst tonight was necessary to make sure the Council is working as a team and supporting one another. Council Member Kile stated all are created equal. She was raised biblically and was taught to love all. Law enforcement discussion topic is unfortunate. The group that is vulnerable. We need to support each other. Can review messages on her phone if Council would like to see her texts. Council Member Winarski reminded the group of the firework ordinances the City has and stated they will be enforced. Council Member Crawford had a request to not use the flower pots in town to place garage sale and other signs in.

Administration Reports/Comments: City Administrator Christopher Shannon informed the Council the Flood Response Team is at Sacred Heart Activity Center. Volunteers are starting to dwindle and having coverage at multiple locations is hard. The hours have been reduced. Also looking for volunteers and ask Council to consider it if they have time. If you know of anyone see Mike Bradley. Currently the DPW are removing dead ash in the park. Council Member Darlington asked how park reservations were going. City Administrator Christopher Shannon stated it has started out slow. Thanked Alicia Mead and her group of volunteers for their help with the cleanup and also stated there was a group on Father's Day weekend wanting to camp. Although the Park was not open, the group was allowed to stay by volunteering. They group leveled dirt and cleaned areas throughout the Park. When they left, the group donated three-hundred and sixty (\$360.00) dollars to the Park.

Motion by Council Member Bodnar, seconded by Council Member Crawford to adjourn.  
Motion Carried.

Meeting ended at 6:07p.m.