

March 7, 2022

Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was held in person at the 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, Gardner, Kile, Smith, Winarski

Absent: None

Staff Present: Marietta Andrist, Karen SeKrenes, Christopher Shannon

Others Present: Mayor Darlene Jungman, Pastor Brad Withrow, County Commissioner Ron Taylor, Jeff Kaleto

Mayor Darlene Jungman led the Pledge of Allegiance and Pastor Brad Withrow gave the invocation.

Approval of Minutes. Motion by Council Member Caffrey, supported by Council Member Gardner to approve the minutes of the Regular Council meeting held on February 21, 2022 as presented. All Ayes. Motion carried.

Approval of Warrants. Motion by Council Member Darlington, supported by Council Member Winarski to approve warrant #22-022 in the amount of three hundred six thousand six hundred sixty-five dollars and sixty-two cents (\$306,665.62), payroll ending 02/20/2022 in the amount of twenty-nine thousand seven hundred eighty-eight dollars and fifty-one cents (\$29,788.51). Warrant #22-023 in the amount of thirty thousand nine hundred thirty-four dollars and sixty-seven cents (\$30,934.67) All ayes. Motion carried.

Hearing of Delegations: County Commissioner Ron Taylor informed the Council the steering committee will have two more meetings for the ARPA funding. The County Administrator will have a few weeks to gather all the information and then the board will start having meetings. The intent is to have whoever wrote the project to come in and talk to us. The board will have all the steering committees notes and also have their own. A decision won't be made until they get through everyone's projects. Also, the Four Lakes Task Force (FLTF) will be at our meeting tomorrow. What they will be asking for is a ten million (\$10,000,000.00) bond in lieu of grant money to be issued because they are out of cash and the State has not gotten that money to them. They are bringing a budget. I made it very clear, I am not ready to vote on it.

Establish Agenda: Added agenda item under New Business, e. Res-Authorizing Michigan Natural Resources Trust Fund Grant application. Motion by Council Member Caffrey, supported by Council Member Bodnar to approve the agenda with the addition. All ayes. Motion carried.

Consent Agenda: Motion by Council Member Crawford, supported by Council Member Winarski to approve the consent agenda as follows: a. Communications: i. Charter Communication-Upcoming Changes (2) ii. Letter of Support-Flood Resilience and Taxpayer Savings Act b. Meetings: i. Gladwin Airport Commission Meeting Minutes-February 10, 2022 ii. Gladwin Rural Urban Fire Protection Meeting Minutes-March 2, 2022. City Administrator Christopher Shannon commented on the letter of support. Stated he was contacted by a gentleman from the Pew Charitable Trust urging me to look at this and send a letter of support to Congressman John Moolenaar attention.

The two people listed, Mr. Burdick and Mr. MacArthur are a part of Moolenaar's Washington D.C. staff. That is where this letter went. All ayes. Motion carried.

Public Comment: Jeff Kaleto spoke to the Council on city entrance signs for state championship teams. There have been two (2) bowling and four (4) hockey teams. There is tremendous support on the "Gladwin In the Know" Facebook page. It has been brought to the Council in the past. If there was no cost to the City, and I did the work, would the Council approve this to be done. Council Member Caffrey asked what the cost would be. Jeff Kaleto stated he did not know at this time; he called the State of Michigan and the Department of Transportation. Spoke with Trevor Finley, who is in charge of designing the sign, sending a proof template and preparing a quote for installation. The State has to do the install because it is a State highway. Jeff Kaleto stated he would fund raise to cover the cost. I need approval from the Council to proceed. Signs would be limited to State Championships. Council Member Crawford asked if there are permit fees. City Administrator Christopher Shannon stated the City does have an ordinance in place for fund raising, the City would need to approve the fund raising. Suggested getting the cost and bring it back to the clerk to add to the agenda for March 21, 2022.

Old Business: None

New Business:

- a. Revised-Hardship Exemption Policy. City Administrator Christopher Shannon stated, there are two versions there, the original and the amended. The amended has the area highlighted in yellow indicating the change. Looking for a motion to approve the Hardship Exemption Policy as amended. Council Member Kile asked why there was a change, was it a mandatory change we need to approve? City Administrator Christopher Shannon stated basically, yes. Motion by Council Member Kile, supported by Council Member Caffrey to approve the amended Hardship Exemption Policy.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Kile, Gardner, Smith, Winarski
Nays: None
Absent: None
Abstain: None

HARDSHIP / POVERTY EXEMPTION POLICY

The City of Gladwin establishes the following policy when the local Board of Review considers Hardship / Poverty Exemption Applications:

The following documentation must be submitted by the applicant to the local unit assessor and forwarded to the local unit Board of Review for their consideration:

- 1) Poverty / Hardship Exemption Applications shall be submitted on Michigan Department of Treasury Form 5737
- 2) Affirmation of Ownership, Michigan Department of Treasury Form 5739
- 3) Poverty Exemption Affidavit, Michigan Department of Treasury Form 4988. This applies to ALL occupants of the home.
- 4) The appropriate income tax filing (federal and /or state). This applies to ALL occupants of the home.
- 5) Any supporting documentation which is required of the Form 5737 or any other information which will substantiate the applicant's claim.

At the next Board of Review following receipt of the request, the Board of Review shall review and vote upon the application utilizing not only the above items but also the annual resolution adopted by the City Council which details yearly updated maximum applicant household income and asset levels. The Board cannot deviate from these income or asset levels established by the Council. The Board will determine if the applicant shall receive a 25%, 50% or 100% reduction if any, in taxable value. Factors which may have a bearing on the resulting percentage granted are in addition to asset levels and income, are items such as the amount of outstanding debt and / or the amount of recurring medical expenses. The Board of Review shall only consider appeals of property which is the applicant's principal residence.

Their action shall become part of the Board of Review minutes and their decision communicated to the applicant following the adjournment of the Board of Review. At that time, if a reduction in taxable value has been granted, the assessor shall correct the assessment roll to reflect the change, and the treasurer shall issue a corrected tax bill and / or refund to the property owner, if applicable.

Adopted by the Gladwin City Council this 6th day of December, 2021 and updated March 7, 2022.

- b. Resolution-Tax Foreclosure Property. City Administrator Christopher Shannon stated the resolution is for the property listed. Tax I.D. number 26-170-170-004-010-01. The process is, it gets tax reverted to the State, then comes back to the local unit for first right of refusal. The City then decides whether to move it to the Land Bank or put it up for auction. Motion by Council Member Caffrey, supported by Council Member Crawford to approve the resolution as presented.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

RESOLUTION – TAX-FORECLOSED PROPERTY

WHEREAS, by virtue of tax foreclosure proceedings, the following parcel's title is now vested in the Gladwin County Foreclosing Governmental Unit Authority and / or the Gladwin County Land Bank Authority, and

WHEREAS, the City of Gladwin does not wish to add parcel number 26-170-170-004-010-01 to their inventory of public properties,

THEREFORE, be it resolved, that this action and resolution serve as notice that the City of Gladwin declines the option to assume title for parcel number 26-170-170-004-010-01.

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

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

Resolution declared adopted this 7th day of March, 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 March 7, 2022.

Marietta Andrist, City Clerk

Drafted By: Marietta Andrist
City of Gladwin
1000 West Cedar Avenue
Gladwin, Michigan 48624

- c. Resolution-Demolition of the Community Center. City Administrator Christopher Shannon stated the City did settle with FEMA. The amount for the Community Center was two hundred and twenty-eight thousand (\$228,000.00). FEMA covers seventy-five percent (75%) of that. The city will receive one hundred and seventy-one thousand (\$171,000.00). Now working with the State Police, they are the emergency management team and our liaison team now. It has moved to that phase and they have allowed us to start doing things, such as demolition. I thought it appropriate this come before you and you decide by vote. Will move forward from there. Motion by Council Member Caffrey, supported by Council Member Smith to approve the resolution as presented. City Administrator Christopher Shannon stated due to the magnitude of this, I feel it should be done with way. Council Member Gardner asked if everything would be demolished. City Administrator Christopher Shannon stated, if this passes tonight a Request For Proposal (RFP) will be put together. It would likely be a salvage demo. Whatever someone thought was salvageable, such as the plywood or fixtures. I would like to see a two (2) stage proposal. I would like to see the cement to determine whether it could be saved. The proposal will have a demolition of the building, then the cement if not salvageable.

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Kile, Gardner, Smith, Winarski
Nays: None
Absent: None
Abstain: None

RESOLUTION
City of Gladwin
DEMOLITION OF THE COMMUNITY CENTER

WHEREAS, the Council acts on behalf of the citizens of the City of Gladwin, and

WHEREAS, the Community Center sustained damage due to flooding in May of 2020, and

WHEREAS, the Council has expressed the desire to demolish the community center

NOW THEREFORE, BE IT RESOLVED, the Gladwin City Council authorizes the City Administrator to seek bids for the demolishing and removal of the community center.

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

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Resolution declared adopted this 21st day of March, 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 March 21, 2021 at 5:00 PM.

Marietta Andrist, City Clerk

- d. Fleis & Vandenbrink Proposal for Professional Services. City Administrator Christopher Shannon stated he has been working with Fleis & Vandenbrink for a potential new waste water treatment plant. This is outlined work for preparing engineering for the grant application to the States clean water States revolving fund for water system improvements. Believe this is going to be a very good opportunity for a grant from them due to being classified as a low to moderate income community. Being classified as such allows you to have principal forgiveness. Essentially a grant. There is are numbers factor in that determines the principal forgiveness. This is the first option for funding for a new waste water treatment plant project. Looking at several other options as well. Motion by Council Member Gardner, supported by Council Member Caffrey to approve the use of Fleis & Vandenbrink for professional services. All ayes. Motion carried.
- e. Resolution-DNR Trust Fund Grant. City Administrator Christopher Shannon stated we have been working on a grant application to the DNR Trust Fund. This resolution states out the maximum dollars allowed. The max allowed is three hundred thousand (\$300,000.00), but requires a twenty-five percent (25%) match. We will be able to leverage our FEMA dollars for the match. This is a good opportunity to do work in the park. The application is due April 1st. I am bringing this to you tonight as the addition to the agenda in order to get everything lined up time wise. Motion by Council member Smith, supported by Council Member Darlington to approved the resolution.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

**RESOLUTION
CITY OF GLADWIN
A RESOLUTION AUTHORIZING MICHIGAN NATURAL RESOURCES
TRUST FUND GRANT APPLICATION**

WHEREAS, the Gladwin City Council supports the submission of an application to the Michigan Department of Natural Resources Trust Fund Program for development of park improvements at the Gladwin City Park and Campground: and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the proposed project, if completed, will be a benefit to the community; and,

WHEREAS, the location of the proposed project is within the jurisdiction of the City of Gladwin,

WHEREAS, the City of Gladwin is hereby making a financial commitment to the project in the amount of seventy-five thousand (\$75,000.00) matching funds, in cash and/or force account; and,

BE IT FURTHER RESOLVED, the Gladwin City Council hereby authorizes submission of a Michigan Department of Natural Resources Trust Fund Program *Application* for three hundred thousand (\$300,000.00), and further resolves to make available its financial obligation amount of seventy-five thousand (\$75,000.00) which is (25%) of total project cost, during the 2022-2023 fiscal year.

The foregoing resolution was offered by Council Member Smith and supported by Council Member Darlington.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Resolution declared adopted this the 7th day of March, 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 the regular meeting held on March 21, 2022 at 5:00p.m.

Marietta Andrist, City Clerk

Mayor Comments: Watching television, I feel so bad for the Ukrainians over there. Hope we all pray for the people, that things will go better for them and they get more help. Also, would like to thank the DPW and the Road Commission for the fast work on the snow removal. We have one of the best crews around.

Council Member Comments: Council Member Winarski informed the Council on February 25th her son had been promoted to Lieutenant at the Lansing Police Department. Found a connection while there. A gentleman by the name for Randel Hon came up and said his wife Kelly Hon had worked for the Gladwin area for a long time. She works on our Wellhead Protection Program. I was unaware he is also a Lansing police officer.

Council Member Kile gave congratulations to Council Member Winarski son. It was great to see Jeff Kaleto here, it's about small-town pride. We are all, hopefully, proud to be from where we are. A reminder the Michigan Homeowner Assistance Fund is available to families making around or under seventy-five thousand (\$75,000.00), normally do not have resources for anyone above the poverty level also anyone who had financial issues during COVID. Can apply online and be remain anonymous. There is two hundred forty million dollars (\$240,000,000.00) available from the State of Michigan. Kent Crawford brought in championship signs. Thanked those who purchased the Big Brother Big Sister (BBBS) raffle tickets and supported the BBBS annual auction. A business after hours for BBBS is Wednesday, March 16, 2022 at five o'clock p.m. at the Doherty Hotel in Clare Michigan. Inquired if all commissions and boards were to receive the Code of Conduct. City Administrator Christopher Shannon stated he would look into it. Was asked how the snow mobile races turned out, she did not attend due to being at a bowling tournament.

Council Member Bodnar attended the Park Commission meeting on February 28th. Stated discussion at the meeting on bike rentals occurred. A decision to have Brad Withrow, Alan Donaldson, work with City Administrator Christopher Shannon and Interim Park Manager Roger Willford on the park budget. Was a good meeting, it lasted about two (2) hours, but somehow there is no minutes? On March 2nd I attend the Business Association meeting. On March 10th the Rivertown Inn is having their grand reopening. The Farm and Garden show is April 29th is at the arena and on March 3rd went to the historical Society meeting. Trying to raise money to get the roof fixed. There was a lady who had a case and brought some books in. The book is about a farm in Grout Township, from the period just before the 1900's. Some of these books are going to be for sale, if anyone is interested, they are only six dollars and ninety-five cents (\$6.95) and the legislative breakfast is this Friday at the K of C Hall.

Council Member Smith commented on Jeff Kaleto's proposal on the signs coming into the City, and stated Ken Crawford had come in and brought up the championship signs prior to COVID. I Believe we are open to it, but there was no follow-through with it.

Council Member Darlington remind Council of the Committee of the Whole (COW) on March 17th and stated a new fire truck is in the works. She signs for the down payment on the chassis. It is going to be a couple year building process. The new truck will replace an older truck, which will be sold. Someone will want it, a small rural area. Also, the historical village is looking for help on Saturday morning. Looking for someone, so they can have it open, especially during the Farmer's Market.

Council Member Winarski recognized Council Member Caffrey on his forty (40) year of service on the Gladwin Fire Department.

Administration Reports/ Comments: Clerk Andrist stated she would be out of the office next week. She is attending the Clerk's Institute.

City Administrator Christopher Shannon informed the Council of the tree sale currently being sold by the Soil Conservation. Also working on city entrance signs, believe Dave Crawford is going to join Rotary tomorrow to talk about this. If you have seen the signs, it is time to have them replaced, current signs are in bad shape. Kelly Hon from Fleis & Vandenbrink, who is also our contact for the

Wellhead Protection Program, is leaving and going back to Michigan Rural Water Association. I have been mentioning the Michigan Department of Treasury has put out an ABR program. Available to businesses affected by COVID19. Will be out of the office this Thursday and Friday for Rotary training in Kalamazoo. After talking with Council Member Smith on the COW meeting, with it being St. Patrick's Day and not having anything for the agenda, the meeting will be canceled. Working on the budget and will talk about it at the next meeting. Council Member Caffrey congratulated Clerk Andrist on her son becoming the new Fire Chief at the Beaverton Fire Department.

Motion by Council Member Caffrey, supported by Council Member Bodnar to adjourn. All ayes. Motion carried. Meeting ended at 5:45p.m.

Mayor Darlene Jungman

Marietta Andrist, City Clerk

