

April 3, 2006
Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was called to order by Mayor Winarski at 7:00 p.m.

Present: Alward, Caffrey, Crawford, Hindman, Jungman, Mienk, Novak, Smith

Absent: None

Staff Present: Bob Moffit, Betty Barnebee, Charlie Jones, Doug Jacobson, Bernadette Weaver

Also Present: Mayor Winarski, Don Hamilton, Pastor David Sprang, Bill Rhode, Linda Winarski, Sandy Aultman

The Pledge of Allegiance was led by Mayor Winarski and the invocation was given by Pastor David Sprang.

Minutes from the Regular Meeting of March 20, 2006 were approved as presented.

Motion by Council Member Alward, supported by Council Member Mienk, to approve Warrants 06-26 and 06-27 in the amounts of \$193,771.41 and \$403,565.66, respectively. All ayes. Motion carried.

Motion by Council Member Mienk, supported by Council Member Novak to close the Regular Meeting and enter into the Public Hearing for the 2006-2007 Budget. All ayes. Motion carried.

Administrator Moffit introduced the budget and Mayor Winarski addressed the ending fund balance for the General Fund. The Mayor stated that we still need to look at street and road projects that can be done within the budget.

Administrator Moffit stated that the public hearing also covered the increase in fees for water, sewer and trash. The base rates for water and sewer increased by 2%, the usage fee for water stays the same, the usage fee for sewer increases by \$.10 and the trash increases by \$.80. The average bill will increase by \$1.95.

Council Member Smith asked if the radio read meters had made any difference in revenues. The Mayor answered that revenues had gone up since the radio read meters had been installed.

Motion by Council Member Mienk, supported by Council Member Novak to close the Public Hearing regarding the 2006-2007 Budget and return to the Regular Meeting. All ayes. Motion carried.

Hearing of Delegations

Bill Rhode, Gladwin County District Commissioner, reported that they had received six resumes for the position of Zoning Administrator. He also reported that he has received very good comments regarding the 911 millage, the library millage and on the library itself.

Motion by Council Member Jungman, supported by Council Member Novak to establish the agenda with the following additions: New Business - (i) Resolution – Fee Schedule, (j) Water main replacement in Antler/Arcade alley. All ayes. Motion carried.

Motion by Council Member Alward, supported by Council Member Jungman to approve the consent agenda as follows: Communications - (I) Public Hearing Notice - 2006/2007 Budget; Meetings – Fair Board 2/21/06, Housing Commission 3/14/06, Downtown Development Authority 3/23/06, Parks Commission 3/27/06, Planning Commission 3/27/06, Wellhead Protection 3/28/06. A correction was noted on the Wellhead Protection minutes. George Alward should be added to those present. All ayes. Motion carried.

Old Business

Motion by Council Member Mienk, supported by Council Member Hindman, to not fund the porta-potty's for the Sports Complex. All ayes. Motion carried.

Motion by Council Member Mienk, supported by Council Member Jungman, to not fund the Summer Recreation Program due to low participation. Motion carried.

New Business

**RESOLUTION
SPECIAL ASSESSMENT FOR
DELINQUENT UTILITY ACCOUNTS**

WHEREAS, the City of Gladwin has attempted without success to collect certain delinquent utility accounts receivable, and

WHEREAS, a Special Assessment to the tax roll is necessary to place these delinquent utility accounts on the City tax roll;

NOW, THEREFORE, BE IT RESOLVED, that the City Assessor is hereby authorized and instructed to spread upon the July 2006 tax roll, Special Assessments in the amounts as indicated herein:

170-040-009-006-00	511 S SILVERLEAF	\$313.57
170-050-011-005-00	238 W CEDAR	\$855.06
170-070-003-001-00	300 FOURTH	\$332.64
170-070-018-007-00	220 SECOND	\$461.54
170-070-031-005-00	136 W FIRST	\$157.69
170-080-030-001-00	701 N ANTLER	\$359.54
170-080-068-003-00	311 SPRING	\$623.55
170-155-000-016-00	1118 E CEDAR	\$157.56
170-170-012-005-00	210 E MAPLE	\$451.56
170-506-200-004-00	816 E FIRST & 890 INDUSTRIAL	\$1,431.95
170-506-200-020-00	501 N STATE	\$312.30

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

Roll Call Vote:

Ayes:	Alward, Caffrey, Crawford, Hindman, Jungman, Mienk, Novak, Smith
Nays:	None
Absent:	None
Abstain:	None

Resolution declared adopted this 3rd day of April, 2006.

**RESOLUTION
CITY OF GLADWIN
2006-2007 Budget
ADOPTING RESOLUTION**

WHEREAS, the City Administrator has submitted and filed with the City Council a proposed budget estimating revenues and expenditures for 2006-2007 fiscal year as required by Chapter IX, Section 9.2 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 April 3, 2006 for a public hearing at 7:00 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 March 8, 2006 and March 29, 2006, and a public hearing on the proposed budget was held on April 3, 2006. 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 2006-2007 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 15 mills for general operating purposes, and 3 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, Chapter IX.

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 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	2004-05 Actual	2005-06 Projected	2006-2007
REVENUE			
Taxes	\$ 747,926.76	\$ 814,029	\$ 788,500
Licenses and Permits	30,816.93	30,928	30,500
Federal Grants	806.00	-	-
State Grants	342,544.50	342,191	350,000
Local Unit Contributions	25,911.86	25,000	25,000
Charges for Services	151.88	200	-
Interest and Rents	9,407.04	16,000	10,000
Other Revenues	29,726.81	2,463	2,285
Department Revenues	358,668.26	350,580	327,257
Other Financing Sources	40,000.00	121,940	122,799
Total Revenue and Other Sources	1,585,960.04	1,703,331	1,656,341

	2004-05 Actual	2005-06 Projected	2006-2007
EXPENDITURES			
101 General Government	\$ 473,855.02	\$ 521,890	\$ 565,049
276 Cemetery	72,236.11	58,700	68,870
301 Public Safety	605,281.45	630,919	590,248
441 Public Works	357,450.09	339,450	334,879
602 Health and Welfare	659.10	765	900
751 Parks and Recreation	120,652.75	115,768	124,039
Other Financing Uses	94,841.73	-	-
Total Expenditures and Other Uses	1,724,976.25	1,667,492	1,683,985
Net Revenues (Expenditures)	(139,016.21)	35,839	(27,644)
Beginning Fund Balance	615,328.00	476,312	512,151
Ending Fund Balance	476,311.79	512,151	484,507

MAJOR STREET FUND

REVENUE			
State Grants	178,735.85	173,607	170,286
Interest	3,078.43	3,000	3,000
Other Revenues	5,421.30	2,800	3,000
Total Revenues and Other Sources	187,235.58	179,407	176,286

EXPENDITURES			
Highways, Streets and Bridges	80,994.55	207,455	160,100
Other Financing Uses	65,014.00	42,620	42,620
Total Expenditures and Other Uses	146,008.55	250,075	202,720

Net Revenues (Expenditures)	41,227.03	(70,668)	(26,434)
Beginning Fund Balance	217,253.00	258,480	187,812
Ending Fund Balance	258,480.03	187,812	161,378
LOCAL STREET FUND			
REVENUE			
State Grants	72,291.96	71,343	73,715
Interest	809.13	600	600
Other Financing Sources	25,000.00	25,000	55,000
Total Revenue and Other Sources	98,101.09	96,943	129,315
EXPENDITURES			
Highways, Streets and Bridges	101,713.46	58,500	112,855
Other Financing Uses	70,000.00	42,352	10,000
Total Expenditures and Other Uses	170,713.46	100,852	122,855
Net Revenues (Expenditures)	(72,612.37)	(3,909)	6,460
Beginning Fund Balance	96,119.00	23,507	19,598
Ending Fund Balance	23,506.63	19,598	26,058
	2004-05 Actual	2005-06 Projected	2006-2007
MUNICIPAL STREET FUND			
REVENUE			
Taxes	92,735.53	99,900	97,500
Interest	382.52	200	300
Other Revenue	356.37	-	-
Total Revenue and Other Sources	93,474.42	100,100	97,800
EXPENDITURES			
Highways, Streets and Bridges	-	-	-
Other Financing Uses	107,415.00	29,450	39,898
Total Expenditures and Other Uses	107,415.00	29,450	39,898
Net Revenues (Expenditures)	(13,940.58)	70,650	57,902
Beginning Fund Balance	18,539.00	4,598	75,248
Ending Fund Balance	4,598.42	75,248	133,150
SKATE PARK FUND			
REVENUE			
Interest	6.04	200	100
Other Revenue	9,023.59	80,000	30,000
Total Revenue and Other Sources	9,029.63	80,200	30,100
EXPENDITURES			
Supplies and Materials	17.99	300	300
Services	35.00	53,824	57,125
Total Expenditures and Other Uses	52.99	54,124	57,425
Net Revenue (Expenditures)	8,976.64	26,076	(27,325)

Beginning Fund Balance	-	8,977	35,053
Ending Fund Balance	8,976.64	35,053	7,728

LIQUOR LAW ENFORCEMENT FUND

REVENUE

State Grants	-	4,404	4,404
Other Revenue	-	-	-
Total Revenue and Other Sources	-	4,404	4,404

EXPENDITURES

Personnel Services	-	4,404	4,404
Total Expenditures and Other Uses	-	4,404	4,404

Net Revenues (Expenditures)	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance	-	-	-

	2004-05 Actual	2005-06 Projected	2006-2007
DOWNTOWN DEVELOPMENT AUTHORITY			
REVENUE			
Taxes	390,314.71	359,942	360,500
Interest Earnings	2,999.89	5,000	5,000
Other Revenue	153.58	-	-
Total Revenue and Other Sources	393,468.18	364,942	365,500
EXPENDITURES			
Personnel Services	-	2,200	5,500
Supplies and Materials	-	8,000	5,000
Services	-	10,000	62,300
Other Expenses	30.00	-	-
Capital Outlay	-	-	85,000
Other Financing Sources	173,386.79	211,415	203,633
Total Expenditures and Other Uses	173,416.79	231,615	361,433
Net Revenues (Expenditures)	220,051.39	133,327	4,067
Beginning Fund Balance	(264,956.56)	(44,905)	88,422
Ending Fund Balance	(44,905.17)	88,422	92,489

DRUG LAW ENFORCEMENT FUND

REVENUE			
Drug Forfeitures	-	11,442	1,000
Other Financing Sources	-	12,290	-
Total Revenue and Other Sources	-	23,732	1,000
EXPENDITURES			
Personnel Services	-	2,000	2,000
Services	-	500	1,200
Total Expenditures and Other Uses	-	2,500	3,200
Net Revenues (Expenditures)	-	21,232	(2,200)
Beginning Fund Balance	-	-	21,232
Ending Fund Balance	-	21,232	19,032

The foregoing resolution was offered by Council Member Crawford and supported by Council Member Jungman.

Roll Call Vote:

Ayes: Alward, Caffrey, Crawford, Hindman, Jungman, Mienk, Novak, Smith
 Nays: None
 Absent: None
 Abstain: None

Resolution declared adopted this 3rd day of April, 2006.

Motion by Council Member Mienk, supported by Council Member Jungman to approve the requisition for 200 tons of road salt through MiDEAL for the 2006/2007 winter season. All ayes. Motion carried.

Don Hamilton, Paul B. Lapham & Associates, presented the Preliminary Plat approval for Mayfield Subdivision. Motion by Council Member Hindman, supported by Council Member Smith, to approve the Preliminary Plat for Mayfield Subdivision. This subdivision will consist of five parcels owned by Habitat for Humanity. Houses will be built at a rate of 1 to 2 per year. Sidewalks are part of the plan and will be tied to occupancy permits. All ayes.

Motion carried.

**RESOLUTION
ADDITIONAL CREDITED SERVICE
MERS POLICE/ADMINISTRATION PLAN**

(See Attached Form and Resolution)

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

Roll Call Vote:

Ayes:	Alward, Caffrey, Crawford, Hindman, Jungman, Mienk, Novak, Smith
Nays:	None
Absent:	None
Abstain:	None

Resolution declared adopted this 3rd day of April, 2006.

Motion by Council Member Jungman, supported by Council Member Hindman, to refer the request for the reenactment group to use North Park to the Parks Commission. All ayes. Motion carried.

Motion by Council Member Caffrey, supported by Council Member Novak, to get a second bid for the ice damage at the Community Center. Motion carried.

Motion by Council Member Mienk, supported by Council Member Alward, to remove reserve in the General Fund for Drug Enforcement and move the balance to the Drug Law Enforcement Fund. All ayes. Motion carried.

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

PUBLIC WORKS

UTILITY RATES - EFFECTIVE JULY 1, 2006		
WATER RATES		
Monthly Base Rate		
	Non-metered services	9.60
	Less than 1" meter	5.10
	1" meter	7.15
	1.5" meter	9.20
	2" meter	14.70
	3" meter	54.60
	4" meter	70.10
	6" meter	92.90
	Fire suppression - 4" service	15.90
	Fire suppression - 6" service	21.20
	Fire suppression - 8" service	31.80

	Bulk 25.00/Tank + Volume Charge/1,000 gal	
Other Charges		
	17,000 gallons or less (per thousand gallons)	2.05
	Over 17,000 gallons (per thousand gallons)	1.45
	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	130.00
	Re-install water meter	55.00
Tap Fees – Additional connection fees may apply as established by City Council		
	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	
SEWER RATES		
Monthly Sewer Base Rate		10.50
Per Thousand Usage		6.10
Sewer Flat Rate - Laundromats		395.00
Sewer Non-metered		28.00
Pre-Treatment		78.75
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

GARBAGE	
Monthly garbage fee	13.80
Extra Carts	5.15
Bag Tags	1.00

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

WASTEWATER CONTRIBUTION PERMITS	
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.

STREET OPENINGS	
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	\$18.00
Camping – Monthly	\$350.00
Pavilion Reservations (non-refundable)	50.00
NorthPark Pavilion - Deposit	100.00
NorthPark Pavilion - Rental	100.00
Park Entry - Annual	10.00
Park Entry - Daily	2.00
Park Entry - Senior (Gladwin County Resident) Annual	5.00

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 Annum	250.00
Junk Yards (Code of Ordinances ' 113.02) license required	No fee established
<i>Yard Sales</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

OTHER MISCELLANEOUS CHARGES AND FEES NOT ESTABLISHED BY ORDINANCE

HIGHLAND CEMETERY

Lot Prices (includes \$300.00 for perpetual care)	
Resident	\$350.00
Non-resident	500.00
Non-resident taxpayer	400.00
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	600.00
Sundays and paid holidays	700.00
Cremation	125.00
Saturdays and weekdays after 4:00 PM	400.00
Sundays and paid holidays	500.00
Disinterment	300.00
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
Foundation permit fee	25.00
Use of Chapel	No charge
Crypt Opening	175.00
Crypt Lettering (per letter)	6.00
Bar for Crypt Lettering	36.00
Perpetual Care (lots sold before perpetual care was included)	150.00
Over Street Banners (Adopted by resolution of City Council 3/21/94)	\$ 50.00
Administrative Charges and Fees	

Administrative Review – Not Requiring Formal Submission to Planning Commission	100.00
Code of Ordinances Book	75.00
Zoning Board of Appeals Publication Fee	250.00
Zoning Ordinance Book	50.00
Zoning Permit Fee	25.00
Site Plan Review Fee (Requiring Plan Review)	100.00 – Plus Any Additional Consulting Fees for Plan Review (Engineering/Professional Planning)
Sign Permit – Temporary	5.00
Sign Permit – Permanent	25.00
Master Plan Change Filing Fee	250.00
Master Plan Copy	25.00
Special Use	250.00
Planning Unit Development/Subdivision	250.00
Police Reports – Accident Report	5.00
Police Reports – Incident Report	\$10.00
Copy of Tax Receipt	2.00
Copies - each	.50
Returned Check Charge	25.00
Notary Fee (Non-Resident)	10.00
Fax - first page	3.00
Fax - each additional page	1.00
Lawn and Leaf Bags	.40/ea or 2.00 per bundle
Gladwin County Maps	1.50
<i>Community Center Rental</i>	
Refundable deposit	100.00
Not-for-profit organizations	50.00
For private use	200.00

The foregoing resolution was offered by Council Member Novak, supported by Council Member Alward.

Roll Call Vote:

Ayes: Alward, Caffrey, Crawford, Hindman, Jungman, Mienk, Novak, Smith
Nays: None
Absent: None
Abstain: None

Resolution declared adopted this 3rd day of April, 2006.

Motion by Council Member Jungman, supported by Council Member Hindman, to accept the low bid from Huckins Contracting, Inc. to replace the water main in the Antler/Arcade Alley behind the Peppermill Restaurant using direction drill and Certa Lock Pipe at a cost of \$34,789.80. Motion carried.

Comments

Sandy Altman, President of the Library Board, addressed the Council and asked for their support as a Council and individually in the millage ballot proposal. She will provide information and materials. So far they are getting good feedback.

Personnel Committee will be held on Thursday, April 6, 2006 at 5:00 PM.

Council Member Alward asked Chief Jones to address people parking 3-4 cars on the front lawn at the house at May and Antler.

Council Member Novak asked Attorney Jacobson to make a short report on the Charter at the next meeting.

Council Member Crawford stated that there are also cars parked on the front lawn at the house across from 629 N. Antler. Need to tighten up enforcement all around the City.

Council Member Jungman reminded everyone about the Pheasants Forever dinner on Friday. Chief Jones stated that the dinner was sold out.

Chief Jones stated that council members should call the police or administrator for parking problems, etc. and not to wait until a Council Meeting. He also reported that he and the Administrator are working on a review of the Traffic Control Orders for the City and will have a report to present at the next meeting. He will be out of town all next week for ALERT refresher training.

Administrator Moffit wanted to thank everyone for all the help on the budget. The Legislative Breakfast scheduled for Friday has been cancelled and will be rescheduled. He also reported that the contractor will be back next week to resume work on the Streetscape. Work at Dura is 95% complete; the plumber should be back on Friday to finish.

Motion by Council Member Jungman, supported by Council Member Novak to adjourn. All ayes. Motion carried.

Meeting adjourned at 7:50 p.m.

Thomas L. Winarski, Mayor

Elizabeth A. Barnebee, Deputy City Clerk