

April 2, 2007  
Gladwin, Michigan

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

Absent: Caffrey

Staff Present: Bob Moffit, Shannon Greaves, Charlie Jones, Doug Jacobson

Also Present: Mayor Winarski, Linda Winarski, Pastor Brad Withrow, Bill Bryan,  
Pastor Phil Hortop

Mayor Winarski led the Pledge of Allegiance and the invocation was given by Pastor Phil Hortop.

Minutes from the regular meeting of March 19, 2007 and the special meeting of March 27, 2007 were approved as presented.

Motion by Council Member Alward, supported by Council Member Novak to approve Warrant 07-27 in the amount of \$357,049.60 and Warrant 07-28 in the amount of \$68,409.42. All ayes. Motion carried.

#### Hearing of Delegations

County Commissioner Rhode stated Gladwin County issues.

Motion by Council Member Crawford, supported by Council Member Alward to recess the regular meeting and enter into the Public Hearing for the 2007-2008 Budget. All ayes. Motion carried.

Clerk Greaves read the notice of Public Hearing.

Discussion regarding the 2007-2008 budget.

Motion by Council Member Crawford, supported by Council Member Jungman to close the public hearing and re-enter the regular meeting. All ayes. Motion carried.

Motion by Council Member Jungman, supported by Council Member Hindman to approve the agenda as presented. All ayes. Motion carried.

Motion by Council Member Novak, supported by Council Member Jungman to approve the Consent Agenda as follows: Meetings – Airport Board 1/18/07, Fire Board 2/7/07, Airport Board 2/9/07, Fair Board 2/20/07, Fire Board 3/7/07, Zoning Board of Appeals 3/8/07, County Commissioners 3/13/07, Housing Commission 3/13/07, Airport Board 3/1/07, Parks Commission 3/26/07, Planning Commission 3/27/07, Well Head Protection Team 3/28/07. All ayes. Motion carried.

Old Business

Discussion regarding street improvements in the City of Gladwin. Council consensus was for Administrator Moffit to work on getting bids for reconstruction of Quarter Street from Chatterton to Buzzell. The alley behind the Post Office will be reconstructed this summer.

New Business

**RESOLUTION  
CITY OF GLADWIN  
2007-2008 BUDGET  
ADOPTING RESOLUTION**

**WHEREAS**, the City Administrator has submitted and filed with the City Council a proposed budget estimating revenues and expenditures for 2007-2008 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 2, 2007 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 21, 2007 and March 28, 2007, and a public hearing on the proposed budget was held on April 2, 2007. 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 2007-2006 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.

<b>GENERAL FUND</b>	2005-06 Actual	2006-07 Projected	2007-2008
<b>REVENUE</b>			
Taxes	\$ 791,561.72	\$ 838,761	\$ 863,800
Licenses and Permits	32,370.53	31,500	31,500
Federal Grants	-	-	-
State Grants	338,786.00	330,000	316,000
Local Unit Contributions	13,138.78	25,000	25,000

Charges for Services	411.62	140	50
Interest and Rents	32,446.97	20,000	12,000
Other Revenues	7,006.38	1,500	1,500
Department Revenues	376,171.90	348,775	341,534
Other Financing Sources	76,940.00	122,799	122,799
Total Revenue and Other Sources	1,668,833.90	1,718,475	1,714,183

#### EXPENDITURES

101 General Government	\$ 537,695.94	\$ 560,773	\$ 592,665
276 Cemetery	67,726.61	54,720	62,400
301 Public Safety	608,523.63	562,930	571,505
441 Public Works	340,446.42	354,500	373,880
602 Health and Welfare	687.30	750	800
751 Parks and Recreation	115,745.03	123,646	129,088
Other Financing Uses	94,841.73	-	-
Total Expenditures and Other Uses	1,765,666.66	1,657,319	1,730,338
Net Revenues (Expenditures)	(96,832.76)	61,156	(16,155)
Beginning Fund Balance	490,853.79	394,021	455,177
Ending Fund Balance	394,021.03	455,177	439,022

#### MAJOR STREET FUND

##### REVENUE

State Grants	175,732.23	180,286	176,272
Interest	4,139.23	4,500	3,000
Other Revenues	6,048.66	20,250	3,000
Total Revenues and Other Sources	185,920.12	205,036	182,272

##### EXPENDITURES

Highways, Streets and Bridges	202,819.94	129,400	134,900
Other Financing Uses	51,840.00	42,620	42,620
Total Expenditures and Other Uses	254,659.94	172,020	177,520
Net Revenues (Expenditures)	(68,739.82)	33,016	4,752
Beginning Fund Balance	258,480.03	189,740	222,756
Ending Fund Balance	189,740.21	222,756	227,508

#### LOCAL STREET FUND

##### REVENUE

State Grants	71,753.92	73,715	72,876
Interest	376.24	600	600
Other Financing Sources	25,000.00	55,000	75,000
Total Revenue and Other Sources	97,130.16	129,315	148,476

##### EXPENDITURES

Highways, Streets and Bridges	59,146.96	101,500	112,376
Other Financing Uses	42,352.00	10,000	10,000
Total Expenditures and Other Uses	101,498.96	111,500	122,376
Net Revenues (Expenditures)	(4,368.80)	17,815	26,100

Beginning Fund Balance	23,506.63	19,138	36,953
Ending Fund Balance	19,137.83	36,953	63,053
<b>MUNICIPAL STREET FUND</b>			
REVENUE			
Taxes	102,449.32	969,610	100,425
Interest	928.15	1,800	600
Other Revenue	360.68	-	-
Total Revenue and Other Sources	103,738.15	98,410	101,025
EXPENDITURES			
Highways, Streets and Bridges	-	-	-
Other Financing Uses	39,060.00	39,898	60,000
Total Expenditures and Other Uses	39,060.00	39,898	60,000
Net Revenues (Expenditures)	64,678.15	58,512	41,025
Beginning Fund Balance	4,598.42	69,277	127,789
Ending Fund Balance	69,276.57	127,789	168,814
<b>SKATE PARK FUND</b>			
REVENUE			
Interest	287.45	130	50
Other Revenue	47,822.82	35,000	5,000
Total Revenue and Other Sources	48,110.27	35,130	5,050
EXPENDITURES			
Supplies and Materials	195.65	300	300
Services	108.34	80,750	10,800
Total Expenditures and Other Uses	303.99	81,050	11,100
Net Revenue (Expenditures)	47,806.28	(45,920)	(6,050)
Beginning Fund Balance	8,976.64	56,783	10,863
Ending Fund Balance	56,782.92	10,863	4,813
<b>LIQUOR LAW ENFORCEMENT FUND</b>			
REVENUE			
State Grants	4,459.40	4,399	4,399
Interest	14.59	-	-
Total Revenue and Other Sources	4,473.99	4,399	4,399
EXPENDITURES			
Personnel Services	-	4,444	4,134
Total Expenditures and Other Uses	-	4,444	4,134
Net Revenues (Expenditures)	-	(45)	265
Beginning Fund Balance	-	4,474	4,429

Ending Fund Balance	4,473.99	4,429	4,694
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**DOWNTOWN DEVELOPMENT AUTHORITY**

REVENUE

Taxes	357,469.95	402,025	366,500
Interest Earnings	10,242.87	8,000	6,000
Other Revenue	-	-	-
Total Revenue and Other Sources	367,712.82	410,025	372,500

EXPENDITURES

Personnel Services	-	3,000	3,000
Supplies and Materials	-	5,000	4,000
Services	-	26,000	51,000
Other Expenses	12,178.53	-	-
Capital Outlay	54,724.00	5,000	10,000
Other Financing Uses	166,414.60	203,633	198,665
Total Expenditures and Other Uses	233,317.13	242,633	266,665

Net Revenues (Expenditures)	134,395.69	167,392	105,835
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Beginning Fund Balance	(44,905.17)	89,521	256,913
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Ending Fund Balance	89,520.52	256,913	362,748
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**DRUG LAW ENFORCEMENT FUND**

REVENUE

Federal Grants	-	10,000	10,000
Drug Forfeitures	12,568.00	-	-
Interest	197.05	-	-
Total Revenue and Other Sources	12,765.05	10,000	10,000

EXPENDITURES

Personnel Services	-	10,000	10,000
Services	-	-	-
Other Expenses	3,375.47	-	-
Total Expenditures and Other Uses	3,375.47	10,000	10,000

Net Revenues (Expenditures)	9,389.58	-	-
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Beginning Fund Balance	12,290.15	21,680	21,680
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Ending Fund Balance	21,679.73	21,680	21,680
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The foregoing resolution was offered by Council Member Novak and supported by Council Member Alward.

Roll Call Vote:

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

Resolution declared adopted this 2nd day of April, 2007.

**RESOLUTION  
RESOLUTION TO AMEND CITY OF GLADWIN  
SCHEUDULE 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 regular meeting held March 2, 1998; and

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

**WHEREAS**, the rising costs of providing services has made it necessary to increase utility rates as authorized by resolution adopted May 16, 2005; 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 Alward, supported by Council Member Jungman.

Roll Call Vote:

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

Resolution declared adopted this 2nd day of April, 2007.

**SCHEDULE OF FEES AND CHARGES**  
 Adopted by resolution of the City Council on 04/02/07

**PUBLIC WORKS**

<b>UTILITY RATES - EFFECTIVE JULY 1, 2007</b>		
<b>WATER RATES</b>		
Monthly Base Rate		
	Non-metered services	9.80
	Less than 1" meter	5.20
	1" meter	7.30

	1.5" meter	9.40
	2" meter	15.00
	3" meter	55.70
	4" meter	71.50
	6" meter	94.75
	Fire suppression - 4" service	16.20
	Fire suppression - 6" service	21.60
	Fire suppression - 8" service	32.40
	Bulk 25.00/Tank + Volume Charge/1,000 gal	
Other Charges		
	17,000 gallons or less (per thousand gallons)	2.10
	Over 17,000 gallons (per thousand gallons)	1.50
	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	
Additional fee for water connection that crosses street		500.00
<b>SEWER RATES</b>		
Monthly Sewer Base Rate		11.00
Per Thousand Usage		6.50
Sewer Flat Rate - Laundromats		404.90
Sewer Non-metered		28.70
Pre-Treatment		80.75
Tap Fees - Additional connection fees may apply as established by City Council		
	Sewer Tap Fee - in assessed district and Riverview Sub	4" 6" 8"
		1,000.00 2,000.00 3,000.00
	Lennon Lane - tap fee plus connection fee schedule	
	Other Areas	4" 6" 8"
		1,800.00 2,800.00 3,800.00
Additional fee for sewer connection that crosses street		500.00
<b>GARBAGE</b>		
Monthly garbage fee		14.20
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."

<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.

<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	\$18.00
Camping – Monthly	\$350.00
Pavilion Reservations (non-refundable)	50.00
NorthPark Pavilion - Deposit	75.00
NorthPark Pavilion - Rental	50.00
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	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
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	35.00
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 Request Filing Fee	250.00
Planning Unit Development/Subdivision	250.00
Police Reports – Accident Report	5.00
Police Reports – Incident Report	5.00
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
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

**RESOLUTION  
SPECIAL ASSESSMENT FOR REMOVAL OF WEEDS**

**WHEREAS**, the City of Gladwin has attempted without success to collect certain delinquent accounts receivable for removal of weeds during the summer of 2006, and

**WHEREAS**, section 94.38 of the Code of Ordinances of the City of Gladwin provides that such delinquent accounts shall be returned to the Assessor of the City, and the same, together with the interest at the rate of 6% per annum, shall be placed upon the tax roll next in course of preparation as a charge against the property upon which such order was carried out, and the same shall become a lien upon the land and shall be assessed and collected in the same manner as a special assessment of the City, and

**WHEREAS**, a Special Assessment to the tax roll is necessary to place this delinquent account receivable on the City tax roll;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Assessor is hereby authorized and instructed to spread upon the July 2007 tax roll, Special Assessments in the amounts as indicated herein plus interest at 6% per annum calculated to December 31, 2006:

1)	405 Second	170-070-029-002-00	\$ 89.12
2)	805 W First	170-080-038-003-00	\$172.58
3)	530 W Cedar	170-080-076-014-00	\$ 89.12
4)	816 E First	170-506-200-004-00	\$502.19

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

Roll Call Vote:

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

Resolution declared adopted this 2nd day of April, 2007.

Council Member Mienk asked why water bills are allowed to get so high.

**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 2007 tax roll, Special Assessments in the amounts as indicated herein:

170-040-008-001-00	112 E MAY	815.41
170-050-014-003-00	215 W BEECH	\$97.15
170-060-002-007-00	114 W GROUT	\$500.84
170-070-018-007-00	220 SECOND	\$513.98
170-080-022-004-00	445 N SILVERLEAF	\$371.98
170-080-023-001-00	501 N SILVERLEAF	\$255.52
170-080-031-008-00	700 N BOWERY	\$256.27
170-080-037-001-00	805 IONIA	\$506.24
170-080-058-006-00	504 SPRING	\$425.47
170-080-068-003-00	311 SPRING	\$365.96
170-080-076-014-00	530 W CEDAR	\$445.83
170-100-003-001-00	200 HILL	\$445.57

170-155-000-016-00	1118 E CEDAR	\$189.17
170-170-005-004-00	230 E BEECH	\$517.21
170-180-003-011-00	321 E GROUT	\$320.08
170-180-005-001-00	244 E GROUT	\$650.48
170-506-200-004-00	816 E FIRST & 890 INDUSTRIAL	\$1,267.53
170-506-300-001-01	110 BUCKEYE	\$244.34
170-631-300-015-00	900 N STATE	\$390.48
170-631-300-014-00	910 N STATE	\$361.56
<b>TOTAL</b>		<b>\$8,941.07</b>

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

Roll Call Vote

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

Resolution declared adopted this 2nd day of April, 2007.

Comments

Don Kehoe presented a report that estimated the number of properties that we available in the City of Gladwin. There are approximately 54 properties currently available. Don also discussed home inspections. Mayor Winarski asked the Ordinance Committee to look at this and asked that Don Kehoe meet with them regarding this issue.

Mayor Winarski presented a proclamation to Don Kehoe.

Bill Bryan from Cayuga Street was present to state issues regarding kids walking down the middle of the street and making it impassable for cars. Other issues regarding taxes, jobs, sidewalk cleaning and sidewalk replacement.

Council Member Novak asked about the road leading to the upper campground.

Council Member Smith asked if the City had the ability to defer taxes for new residential housing. Mayor Winarski stated that we did not.

Clerk Greaves stated that the Gladwin Business and Professional Association's Home and Garden show donated \$1,287.56 to Gladwin Habitat for Humanity.

Clerk Greaves stated that Mayor and City Council petitions are due May 15<sup>th</sup> for the August election.

Administrator Moffit stated that the second order of equipment for the skate park arrived.

Administrator Moffit stated that May 12<sup>th</sup> from 9:30 a.m. to 2:00 p.m. is city clean up day.

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

Meeting ended at 8:25 p.m.

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Thomas L. Winarski, Mayor

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Shannon Greaves, City Clerk