

February 15, 2010
Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was called to order by Mayor Winarski at 5:00 p.m.

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

Absent: None

Staff Present: Bob Moffit, Shannon Greaves, Charlie Jones, Mike Hargrave

Also Present: Mayor Thomas Winarski, Doug Jacobson, Doug Scott,
Commissioner Bill Rhode, Dan Svetcos, Nancy Bodnar

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

Motion by Council Member Crawford, supported by Council Member Alward to recess the regular meeting and enter into the Public Hearing for the Approval of a Tax Increment Financing Plan for the City of Gladwin DDA at 5:02 p.m. All ayes. Motion carried.

Administrator Moffit gave an overview of the Downtown Development Authority plan.

Dan Svetcos asked if it would affect taxes. Mayor Winarski stated that it would not raise taxes.

No additional comments were heard.

Motion by Council Member Crawford, supported by Council Member Jungman to close the Public Hearing and re-enter the Regular Meeting at 5:10 p.m. All ayes. Motion carried.

Motion by Council Member Crawford, supported by Council Member Hindman to recess the regular meeting and enter into the Public Hearing for the 2010 Community Recreation Plan at 5:15 p.m. All ayes. Motion carried.

Administrator Moffit stated by law, we are required to have this document to apply for certain grant programs. He also thanked the Parks Commission for their work.

Dan Svetcos stated that a comprehensive overview has been done for this document.

Council Member Jungman stated that additional pictures had been added to the new document.

Motion by Council Member Crawford, supported by Council Member Novak to close the Public Hearing and re-enter the Regular Meeting at 5:20 p.m. All ayes. Motion carried.

Minutes of the February 2, 2010 Council Meeting were approved as presented.

Motion by Council Member Alward, supported by Council Member Novak to approve Warrant #10-22 in the amount of \$28,047.23. All ayes. Motion carried.

Hearing of Delegations

Doug Scott was present from Rowe PSC to give the monthly progress report of City of Gladwin projects such as the water tower project, the waste water pump replacement, Gladwin campground improvements, Buzzell/Quarter water main, Grout Street phase II, iron removal facility/DWRF application, Grout Street parking lot, Grout Street reconstruct and the Industrial Park wetland mitigation project. Questions were asked of Doug about the status of some projects.

Mike Hargrave, Airport Manager gave the 2009 Airport Report.

County Commissioner Bill Rhode stated that the County Courthouse should be back functioning in a normal state in March.

Motion by Council Member Jungman, supported by Council Member Alward to establish the agenda with the following additions and deletions: Deletions – New Business: (g) Approval of DDA Plan; Additions – New Business: First Reading – (i) Ordinance 309 – DDA Plan Adoption, (j) USDA – Backhoe Grant Approval to Apply. All ayes. Motion carried.

Motion by Council Member Novak, supported by Council Member Alward to approve the consent agenda as follows: Communications – (i) Administrator Updates, (ii) CMDHD – Public Health Summit, (iii) Endless Journey – Merit Network Meeting; Meetings – Housing Commission 1/12/10, Commissioners Minutes 1/26/10, Fire Board 2/3/10, Arena Board 2/11/10, Airport Board 2/12/10. All ayes. Motion carried.

New Business

Motion by Council Member Mienk, supported by Council Member Alward to schedule a Public Hearing regarding the IFT for Gladwin Metal on March 15, 2010 at 5:00 p.m. at City Hall. All ayes. Motion carried.

Motion by Council Member Jungman, supported by Council Member Hindman to set a Special City Council Meeting, joint with the Planning Commission and the Parks Commission on April 8, 2010 at 5:15 p.m. at City Hall. All ayes. Motion carried.

Motion by Council Member Hindman, supported by Council Member Jungman to authorize the grant application to the USDA for the Farmers Market. All ayes. Motion carried.

Motion by Council Member Crawford, supported by Council Member Alward to schedule a Public Hearing regarding the DWRP for April 5, 2010 at 5:00 p.m. at City Hall. All ayes. Motion carried.

Motion by Council Member Jungman, supported by Council Member Novak to approve the Utility Policy Amendment as follows:

CITY OF GLADWIN UTILITY POLICY

(REVISION 02/15/10)

Subject: Utility Department billing/operating procedures.

It is necessary, for the City to promulgate procedures in which to give guidance to administrative personnel and provide common understanding between administrative personnel and the City Council as to procedures followed under certain circumstances.

- 1. Requests for new service or change in existing service will not be honored unless personal identifying information is presented to comply with city IDENTITY THEFT PREVENTION PROGRAM.**
2. All service shall be metered unless upon determination of the City Administrator it is impractical.
3. All accounts shall be billed the minimum base rate (water, sewer, and trash) regardless of whether service is used, excluding sprinkler systems.
4. An established fee will be charged for water service to be turned off. To have the service reconnected, a fee will be charged. Emergency shut off or shut off of water service when it requires City personnel to be called in or scheduled during non-business hours, a fee will be charged for turn off and a fee for turn on plus the employees hourly rate at time and one-half for any time necessary for City personnel to stand-by in excess of one hour while service is repaired.
5. Laundromats shall be billed a flat rate for sewer and car wash accounts shall be billed at 80% of sewer consumption rate.

6. A list of sprinkler accounts will be maintained by the City and those accounts shall automatically be deemed to be “on” May 1 of each year and “off” October 1, except in the case where there is a separate service and the City has control of turning the service on and off.
7. Billing for residential accounts for sewer during the summer months (July 1, August 1, September 1, October 1) shall be based for each account on the consumption during the months of October, November, and December of the previous year. For any account that has no history, the consumption for sewer shall be a flat rate of 5,000 gallons monthly. Only one account shall be maintained by any single water service.
8. **In the case of a rental unit, a \$150.00 deposit is required to change the bill into the tenant’s name. After 12 consecutive on-time payments, the deposit may be refunded, without interest. When the tenant leaves, the deposit is applied to the balance due and any remaining amount will be refunded to the tenant. The deposit is waived if the landlord files the utility billing letter of authorization with the UB clerk.**
9. **Property owners will be responsible for the cost of meter replacement if water meters freeze in foreclosed and unoccupied properties. Prior to transfer of new ownership, a \$100.00 deposit may be required. When the city is not notified of impending transfer of property, the new owner shall be responsible for damaged meter.**
10. All billing will be billed as of the first day of the month and due on the 20th day of the month. All billing not received by the City by the 20th of the month shall be charged a penalty of 5%. A past due notice will be mailed on the 21st day of the month informing the customer that they are past due and face possible shut off if the bill is not paid by the 15th day of the next month. If the customer ignores all notices and fails to contact City Hall to make arrangements prior to the shut off date, or makes arrangements and does not follow through with a commitment for payment, service will be discontinued.
11. All rates and fees shall be established from time to time by resolution of the City Council.

Council Member Mienk asked about frozen meters at homes that have no power for heat.

All ayes. Motion carried.

First Reading of Ordinance No. 308 – Enacting and Adopting a Supplement to the Code of Ordinances for the City of Gladwin and Declaring an Emergency took place.

Motion by Council Member Jungman, supported by Council Member Hindman to set a Public Hearing for the Police Department Renovations on March 15, 2010 at 5:00 p.m. at City Hall. All ayes. Motion carried.

First Reading of Ordinance No. 309 – DDA Plan Adoption took place.

City of Gladwin 2010 Community Recreation Plan Resolution of Adoption

WHEREAS, the Gladwin City Parks Commission has undertaken the rewriting of its Community Recreation Plan which describes a new Five Year Plan and indicates actions to be taken to improve and maintain recreation facilities during the same five year period, and

WHEREAS, the Parks Commission has, during the past six months, reviewed its accomplishments and actions over the previous five years, and consulted with the city's residents and stakeholders; and

WHEREAS, a new plan for the next five years, including a new capital improvements plan, has been prepared; and

WHEREAS, the Gladwin Parks Commission reviewed it at their January 25, 2010 meeting and sent it on to the City Council for public hearing and approval; and

WHEREAS, a public comment session was held on February 15, 2010 at the Gladwin City Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the new Recreation Plan, and

WHEREAS, after the public hearing, the Gladwin City Council voted to adopt the 2010 Gladwin Community Recreation Plan.

NOW, THEREFORE BE IT RESOLVED the City of Gladwin hereby adopts the 2010 Gladwin Community Recreation Plan.

The foregoing resolution was offered by Council Member Novak 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 15th day of February, 2010.

Motion by Council Member Caffrey, supported by Council Member Alward to authorize applying through USDA for a new backhoe. All ayes. Motion carried.

Comments

Mayor Winarski stated issues with Council compensation. Motion by Council Member Jungman, supported by Council Member Smith to change from \$30/\$35

per meeting to \$43 per meeting for all meetings. There will be no additional monies for Chairperson. This will become effective immediately. All ayes. Motion carried.

Safety Committee meeting is Wednesday, February 17, 2010 at 9:00 a.m.

Council Member Hindman asked to add the intersection of Clendening Road at M-18 (North State Street) to the street list.

Council Member Caffrey asked to add Squire Street from Antler to the Park to the street list.

Council Member Jungman stated that she is selling tickets to the Frozen Affair Dinner for the Arena on March 20, 2010 at 6:00 p.m. for \$75 per person.

Chief Jones stated that USDA has granted \$78,000 for the police department renovation project and the Midland Area Community Foundation has granted \$20,000 to the project.

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

Meeting ended at 5:53 p.m.

Thomas L. Winarski, Mayor

Shannon Greaves, City Clerk