

May 5, 2014
Gladwin, Michigan

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

Present: Caffrey, Crawford, Jungman, Mienk, Smith, Stout

Absent: Hawblitzel, Rowley

Staff Present: Bob Moffit, Shannon Smith, LaVel Smith, Duane Bean,
Nathan Day, Rodney Foster

Also Present: Mayor Thomas L. Winarski, Commissioner Terry Walters,
Nancy Bodnar, Dan Svetcos, Roddy Henning, Attorney Doug
Jacobson, Pastor Phil Hortop

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

Motion by Council Member Caffrey, supported by Council Member Stout to recess the regular meeting and enter into the 2014-2015 Budget Public Hearing at 5:02 p.m. All ayes. Motion carried.

Administrator Moffit gave updates on the 2014-2015 Budget and Mayor Winarski gave updates on the proposed construction on North State Street.

Dan Svetcos asked if the City had considered a Headlee Rollback in the City of Gladwin.

Motion by Council Member Crawford, supported by Council Member Jungman to adjourn the 2014-2015 Budget Public Hearing and re-enter the regular meeting at 5:10 p.m. All ayes. Motion carried.

Minutes of the April 21, 2014 meeting and April 23, 2014 meeting were approved as presented.

Motion by Council Member Caffrey, supported by Council Member Crawford to approve Warrant #14-30 in the amount of \$7,498.38, Warrant #14-31 in the amount of \$23,285.01 and payroll for pay period ending April 27, 2014 in the amount of \$54,249.79. All ayes. Motion carried.

Hearing of Delegations

County Commissioner Terry Walters gave an update on the Headlee Rollback election and what monies would be returned to the County by a yes vote.

Motion by Council Member Jungman, supported by Council Member Caffrey to establish the agenda with the following additions: New Business – (f) Pyramid

Paving, (g) Pipers Pub Request, (h) Movie Campground Request, (i) City Treasurer Position Update. All ayes. Motion carried.

Yvette Keast from GAFT and Arts Council Director LaVel Smith asked questions regarding the Community Building in the Park.

Motion by Council Member Crawford, supported by Council Member Caffrey to approve the consent agenda as follows: Communications – (i) Updates on FEMA and Uniform Addressing, (ii) Severe Weather Spotter Free Training; Meetings – Parks Commission – April 28, 2014, Zoning Board of Appeals – May 21, 2014. All ayes. Motion carried.

New Business

**RESOLUTION
CITY OF GLADWIN
2014-2015 BUDGET
ADOPTING RESOLUTION**

WHEREAS, the City Administrator has submitted and filed with the City Council a proposed budget estimating revenues and expenditures for 2014-2015 fiscal year 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, has set the date May 5, 2014 for a public hearing at 5:00 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 April 23, 2014 and a public hearing on the proposed budget was held on May 5, 2014. 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 2014-2015 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 1.8580 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.

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 amend the 2013-2014 budget in accordance with the projected budget as follows, and

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		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
Taxes	\$	904,925	\$ 850,890	\$ 802,260
Licenses		43,395	36,900	36,900
Federal Grants		-	8,000	5,000
State Grants		279,242	219,445	225,150
Charges for Services		1,038	990	565
Interest and Rents		1,676	1,000	1,800
Other Revenues		58,998	2,470	4,615
Department Revenues		406,148	446,935	348,830
Other Financing Sources		65,500	136,565	138,650
Total Revenue and Other Sources	\$	1,760,922	\$ 1,703,195	\$ 1,563,770
EXPENDITURES				
101 General Government	\$	564,418	\$ 584,160	\$ 571,742
276 Cemetery		73,830	60,200	49,880
301 Public Safety		576,250	545,745	567,060
441 Public Works		313,250	314,885	345,680
602 Health and Welfare		-	85,300	-
751 Parks and Recreation		179,722	119,000	120,180
Debt Service		16,849	19,065	20,650
Other Financing Uses		14,350	32,560	2,600
Total Expenditures and Other Uses	\$	1,738,669	\$ 1,760,915	\$ 1,677,792
Net Revenues (Expenditures)		22,253	(57,720)	(114,022)
Beginning Fund Balance		879,493	901,746	844,026
Ending Fund Balance		901,746	844,026	730,004
MAJOR STREET FUND				
		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
Federal Grants	\$	1,000	\$ -	\$ -
State Grants		174,934	188,460	178,050
Interest		276	300	300
Other Revenues		13,004	-	-
Other Financing Sources		5,000	5,000	5,000
Total Revenues and Other Sources	\$	194,214	\$ 193,760	\$ 183,350
EXPENDITURES				
Highways, Streets and Bridges	\$	205,676	\$ 115,245	\$ 154,755
Other Financing Uses		25,000	25,000	25,000
Total Expenditures and Other Uses	\$	230,676	\$ 140,245	\$ 179,755
Net Revenues (Expenditures)		(36,462)	53,515	3,595
Beginning Fund Balance		297,795	261,333	314,848
Ending Fund Balance		261,333	314,848	318,443

LOCAL STREET FUND		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
State Grants	\$	70,258	\$ 71,200	\$ 71,680
Interest		55	50	80
Other Financing Sources		65,000	85,000	85,000
Total Revenues and Other Sources	\$	135,313	\$ 156,250	\$ 156,760
EXPENDITURES				
Highways. Streets and Bridges	\$	221,236	\$ 138,680	\$ 102,315
Other Financing Uses		-	-	-
Total Expenditures and Other Uses	\$	221,236	\$ 138,680	\$ 102,315
Net Revenues (Expenditures)		(85,923)	17,570	54,445
Beginning Fund Balance		106,541	20,618	38,188
Ending Fund Balance		20,618	38,188	92,633
MUNICIPAL STREET FUND		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
Taxes	\$	114,621	\$ 108,080	\$ 105,040
Interest		216	230	250
Total Revenues and Other Sources	\$	114,837	\$ 108,310	\$ 105,290
EXPENDITURES				
Highways. Streets and Bridges	\$	-	\$ -	-
Other Financing Uses		55,500	75,500	75,500
Total Expenditures and Other Uses	\$	55,500	\$ 75,500	\$ 75,500
Net Revenues (Expenditures)		59,337	32,810	29,790
Beginning Fund Balance		179,972	239,309	272,119
Ending Fund Balance		239,309	272,119	301,909
LIQUOR LAW ENFORCEMENT FUND		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
State Grants	\$	4,724	\$ 5,000	\$ 5,000
Interest		10	10	15
Total Revenues and Other Sources	\$	4,734	\$ 5,010	\$ 5,015
EXPENDITURES				
Personnel Services	\$	5,357	\$ 6,500	\$ 6,500
Total Expenditures and Other Uses	\$	5,357	\$ 6,500	\$ 6,500
Net Revenues (Expenditures)		(623)	(1,490)	(1,485)
Beginning Fund Balance		6,219	5,596	4,106
Ending Fund Balance		5,596	4,106	2,621

DOWNTOWN DEVELOPMENT AUTHORITY		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
Taxes	\$	264,650	\$ 240,180	\$ 232,950
Interest Earnings		449	500	500
Other Revenues		11,000	-	-
Total Revenues and Other Sources	\$	276,099	\$ 240,680	\$ 233,450
EXPENDITURES				
Personnel Services	\$	3,556	\$ 4,200	\$ 4,500
Supplies and Materials		2,900	3,000	3,000
Services		74,284	110,700	124,850
Capital Outlay		71,713	-	50,000
Other Financing Uses		87,228	107,665	83,860
Total Expenditures and Other Uses	\$	239,681	\$ 225,565	\$ 266,210
Net Revenues (Expenditures)		36,418	15,115	(32,760)
Beginning Fund Balance		172,897	209,315	224,430
Ending Fund Balance		209,315	224,430	191,670
DRUG LAW ENFORCEMENT FUND				
		2012-13	2013-14	2014-15
		Actual	Amended Budget	Budget
REVENUE				
Federal Grants	\$	-	\$ -	-
Drug Forfeitures		3,235	2,250	3,500
Other Revenues		36	5,050	1,300
Other Financing Sources		-	1,725	-
Total Revenues and Other Sources	\$	3,271	\$ 9,025	\$ 4,800
EXPENDITURES				
Personnel Services	\$	-	\$ 2,500	\$ 5,500
Services		12,022	2,300	3,500
Other Expenditures		-	-	-
Capital Outlay		-	-	-
Total Expenditures and Other Uses	\$	12,022	\$ 4,800	\$ 9,000
Net Revenues (Expenditures)		(8,751)	4,225	(4,200)
Beginning Fund Balance		37,766	29,015	33,240
Ending Fund Balance		29,015	33,240	29,040

The foregoing resolution was offered by Council Member Smith, supported by Council Member Stout.

Roll Call Vote:

Ayes: Caffrey, Crawford, Jungman, Smith, Stout
Nays: Mienk
Absent: Hawblitzel, Rowley
Abstain: None

Resolution declared adopted this 5th day of May, 2014.

**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 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 5, 2014; 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, supported by Council Member Caffrey.

Roll Call Vote:

Ayes: Caffrey, Crawford, Jungman, Smith, Stout
Nays: Mienk
Absent: Hawblitzel, Rowley
Abstain: None

Resolution declared adopted this 5th day of May, 2014.

SCHEDULE OF FEES AND CHARGES
Adopted by resolution of the City Council on 5/5/14

PUBLIC WORKS

UTILITY RATES - EFFECTIVE JULY 1, 2014		
WATER RATES		
Monthly Base Rate		
	Non-metered services	10.60
	Less than 1" meter	5.65
	1" meter	7.85
	1.5" meter	10.05
	2" meter	16.05

	3" meter	58.90
	4" meter	75.25
	6" meter	99.55
	Fire suppression - 4" service	17.20
	Fire suppression - 6" service	22.85
	Fire suppression - 8" service	34.15
	Bulk 25.00/Tank + Volume Charge/1,000 gal	
Other Charges		
	17,000 gallons or less (per thousand gallons)	2.50
	Over 17,000 gallons (per thousand gallons)	1.80
	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
SEWER RATES		

Monthly Sewer Base Rate		11.30
Per Thousand Usage		6.75
Sewer Flat Rate - Laundromats		411.00
Sewer Non-metered		29.60
Pre-Treatment		81.90
Tap Fees - Additional connection fees may apply as established by City Council		
	Sewer Tap Fee - in assessed district	
	and Riverview Sub	
	4"	1,000.00
	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		500.00
GARBAGE		
Monthly garbage fee		16.50
Extra Carts		5.50
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	\$24.00 *No change through 12/31/2014, \$25.00 for 2015.
Camping – Monthly	\$410.00
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	50.00
Park Entry - Annual	10.00
Park Entry - Daily	3.00
Park Entry - Senior (Gladwin County Resident) Annual	10.00

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 & 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
Second Hand License (annual fee)	50.00

OTHER MISCELLANEOUS CHARGES AND FEES NOT ESTABLISHED BY ORDINANCE

HIGHLAND CEMETERY

Lot Prices (includes \$350.00 for perpetual care)	
Resident	\$400.00
Non-resident	550.00
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
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
Over Street Banners (Adopted by resolution of City Council 3/21/94)	\$ 50.00
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 Fee (Requiring Plan Review by Engineer/Professional Planner)	Any 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
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>Community Center Rental</i>	
Refundable deposit	50.00
Not-for-profit organizations	50.00
For private use	75.00

**RESOLUTION
COLLECTION OF SCHOOL TAXES IN SUMMER**

WHEREAS, the Gladwin Community Schools desires to collect taxes in the summer to save on the costs of borrowing money until the winter collections, and

WHEREAS, the City of Gladwin already collects taxes for the city, the county and the state in the summer;

NOW, THEREFORE, BE IT RESOLVED, that the City of Gladwin agrees to collect school taxes in the summer of 2014.

BE IT FURTHER RESOLVED, that the City of Gladwin waives collection fees from the Gladwin Community Schools.

BE IT FURTHER RESOLVED, if any agreement is required with the school district to facilitate these collections, the Mayor and Treasurer are hereby authorized to execute such agreement.

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

Roll Call Vote:

Ayes: Caffrey, Crawford, Jungman, Smith, Stout
Nays: Mienk
Absent: Hawblitzel, Rowley
Abstain: None

Resolution declared adopted this 5th day of May, 2014.

Motion by Council Member Jungman, supported by Council Member Smith to approve Purchase Order #14-837 in the amount of \$8,369.00 to Kennedy Industries, Inc. to come from 590-000-138.000. All ayes. Motion carried.

Motion by Council Member Caffrey, supported by Council Member Jungman to approve Purchase Order #14-838 in the amount of \$2,750.62 to Kennedy Industries, Inc. to come from 590-536-726.000. All ayes. Motion carried.

Motion by Council Member Jungman, supported by Council Member Smith to authorize the proposal from Pyramid Paving to delete the cost of Stickel Road from the previous estimate (-\$41,373.20) and add West First Street, North Park entrance to Muma gate in the amount of \$13,636.00 and add Third Street and Fourth Street loop in the amount of \$18,813.00. Ayes: Caffrey, Crawford, Jungman, Mienk, Smith; Nays: Stout; Absent: Hawblitzel, Rowley. Motion carried.

Motion by Council Member Caffrey, supported by Council Member Smith to authorize the proposal from Roddy Henning at Piper's Pub as follows: Use of the City Parking Lot beside 238 West Cedar Avenue and blocking off of Arcade Street to the edge of the alley on the dates of May 23, 2014 through May 25, 2014. There will be a beer tent with live music and will be open Friday at 5 p.m. and close at midnight with music ending at 11:00 p.m. Saturday will open at 11 a.m. with a motorcycle bike show starting at 1 p.m. along with music and the event would run until midnight with music ending at 11:00 p.m. All ayes. Motion carried.

Motion by Council Member Smith, supported by Council Member Jungman to allow the Urban Myth movie crew one free lot in the City Park in exchange for community promotion until May 22nd. All ayes. Motion carried.

Dave Haag will be beginning his work as City Treasurer/Office Manager on June 2, 2014.

Comments

Mayor Winarski gave updates on paving and that he will be gone for two to three weeks. Mayor Pro Tem Mienk will run the next Council Meeting while he is out of the area.

Council Member Crawford stated that he has a few tickets for Kiwanis remaining.

County Commissioner Walters stated that the new weather siren testing will be in effect immediately.

Administrator Moffit gave updates on different projects from the budget meeting.

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

Meeting ended at 5:38 p.m.

Thomas L. Winarski, Mayor

Shannon Smith, City Clerk