

December 4, 2017

Gladwin, Michigan

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

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

Absent: None

Staff Present: Administrator Robert Moffit, Clerk Bonnie Klein, Assessor Bernadette Weaver, Attorney Doug Jacobson

Also Present: Mayor Dee Jungman, Pastor Brad Withrow, County Commissioner Terry Walters, Cristy Gutierrez, County Clerk Laura Brandon-Maveal

Mayor Jungman led the Pledge of Allegiance and Pastor Withrow gave the Invocation.

Approval of Minutes from the November 20, 2017 Regular City Council meeting with the correction of Administrator Robert Moffit stating a Fraud Policy would be presented to City Council in December and not Treasurer David Haag. Duplicate of Pastor Kile

Motion by Council Member Gardner, seconded by Council Member Kile to approve warrant #18-015 in the amount of \$10,382.53 and payroll for the period ending 11/5/2017 in the amount of \$56,308.85, payroll for the period ending 11/19/2017 in the amount of \$54,144.36 and City Council payroll for the period ending 11/30/2017 in the amount of \$2,791.22. Also warrant #18-015 \$31,053.07. All ayes. Motion carried.

Hearing of Delegations:

Terry Walters (Gladwin County Commissioner) – Welcomed the newly elected members of the City Council. The county is working on their budget. The County Clerk Laura Brandon-Maveal is working on new information. Healthcare has been a large number to work with again this year.

Laura Brandon-Maveal (Gladwin County Clerk) delivered the City Election Report cards for the November election. The election inspectors missed checking a few boxes but overall a very good job was done. Nothing effected the outcome of the election.

Cristy Gutierrez– Stated that the Christmas parade was fantastic. She is wondering if closing of parking along Cedar Avenue during the parade would be possible. It was stated that probably the amount of man power is not available.

Mayor Dee Jungman – Stated that she has received comments from residents of the Brook who could not see some of the participants of the parade.

Discussing different options for parade. Robert Moffit stated that is will be up to the Parade Committee and the Gladwin Business and Professional Association and the information will be passed on at their next meeting.

Motion by Council Member Gardner, seconded by Council Member Caffrey to establish the agenda with the removal of Flower Fund Discussion. All ayes. Motion carried.

Motion by Council Member Kile seconded by Council Member Crawford to approve the Consent Agenda: Communications: i.) Snyder: To protect our future, we must pay past debts ii.) Business After Hours Meetings: Parks Commission – October 23, 2017 (Approved) ii.) Wellhead Protection Team – November 13, 2017 (Draft) iii.) Parks Commission – November 27, 2017 (Draft) iv.) Planning Commission – November 28, 2017 (Draft), with the addition of Communications: iii.) Administrator Updates and iv.) Assessor Info: Poverty Exemption Affidavit.

All ayes. Motion carried.

Old Business:

None

New Business:

**RESOLUTION  
REGULAR MEETING SCHEDULE**

**WHEREAS**, the City Council of the City of Gladwin, Gladwin County, Michigan, pursuant to Act 267 of the Michigan Public Acts of 1976, as amended, and in accordance with Section 7.1 of the Gladwin City Charter, hereby gives notice to the public of the regular meeting schedule for the calendar year 2018.

**NOW THEREFORE BE IT RESOLVED**, the dates for holding regular meetings shall be as follows:

January (Wednesday)	3	April	2	June	18	September (Tuesday)	4	December	3
January	15	April	16	June (Wednesday)	27	September	17	December	17
February	5	April	19	July	16	October	1		
February	19	May	7	August	6	October	15		
March	5	May	21	August	20	November	5		
March	19	June	4			November	19		

**BE IT FURTHER RESOLVED**, that the City Council hereby establishes as its place and time for holding aforesaid regular meetings at the City Council Chambers, City Hall, 1000 West Cedar Avenue, Gladwin, Michigan at 5:00 p.m.

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

Roll Call Vote:

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

Resolution declared adopted this 4<sup>th</sup> day of December, 2017.

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Bonnie S. Klein, City Clerk

**CERTIFICATE**

I, Bonnie S. Klein, 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 a regular meeting held on December 4, 2017

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Bonnie S. Klein, City Clerk

**RESOLUTION  
HARDSHIP EXEMPTIONS**

**WHEREAS:** The City Council of the City of Gladwin has recognized the need to adopt standardized guidelines when reviewing poverty exemptions.

**AND WHEREAS:** The guidelines were adopted prior to the 1994 March Board of Review which included income levels set forth using federal poverty income standards.

**NOW THEREFORE BE IT RESOLVED:** That the asset level for 2018 poverty exemption applications not exceed \$ 10,000 and the following income levels be utilized as well by the city board of review when considering 2018 applications for hardship exemptions:

<b>Size of Family Unit</b>	<b>Annual allowable income</b>
1 person	12,060
2 persons	16,240
3 persons	20,420
4 persons	24,600
5 persons	28,780
6 persons	32,960
7 persons	37,140
8 persons	41,320
For each additional person, add	4,180

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

ROLL CALL VOTE: AYES: Crawford, Darlington, Gardner, Kile, Smith, Winarski,  
Bodnar, Caffrey

NAYS: None  
ABSENT: None  
ABSTAIN: None

I hereby certify that the above is a true and correct copy of a motion made and adopted at a regular meeting of the governing body on this 4<sup>th</sup> day of December, 2017.

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Bonnie S. Klein, City Clerk

**CERTIFICATE**

I, Bonnie S. Klein, 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 December 4, 2017.

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Bonnie S. Klein, City Clerk

Update Solar Project: Discussion on limitations of the City Charter on leasing or selling property. Council gave Administrator Robert Moffit the directive to gather more information about sale options of the property.

City Attorney Doug Jacobson made the recommendation to the City Council that the Charter should be reviewed at every five to six (5-6) years.

Motion by Council Member Bodnar, seconded by Council Member Darlington to approve the adoption of the City of Gladwin Fraud Policy as presented effective. All ayes. Motion carried.

Motion by Council Member Caffrey, seconded by Council Member Bodnar to approve the adoption of the City of Gladwin Assessment Exemption Criteria Policy as presented. All ayes. Motion carried.

Motion by Council Member Bodnar, seconded by Council Member Gardner to approve the Parks Commissions recommendation to increase the Hunters Special Rate to \$2.00 per night effective January 1, 2018. This is an increase of \$1.00 and in effect from Oct. 1 – Nov. 30 each year. All ayes. Motion carried.

Motion by Council Member Kile, seconded by Council Member Gardner to approve the appointment of Donald Kehoe to the Housing Commission for a term of 5 years ending 11/4/2022 and Karen Tomcyck to the Downtown Development Authority to replace Kim Fink with a term ending 5-6-2018. All ayes. Motion carried.

Comments:

Mayor Dee Jungman – Reminded everyone that Santa will be in the Santa house in the Ward's parking lot. She thanked Nancy for preparing and sharing a pecan and a custard pie along with peanut butter cookies. Dee asked everyone to stay for fellowship after the meeting. She also stated that the home Lighting contest will be held again this year with prizes for 1<sup>st</sup> – 3<sup>rd</sup> in the amount of \$300, \$200 and \$100 respectfully. She has seen many more houses decorated around town this year. Dee announced that Tim Yuergens will be graduating from the Police Academy and will be starting next week as a part time police officer and return as our blight officer. She also reminded everyone of

the Appreciation Dinner on Thursday. It will be a night to enjoy with the entertainment from a comedian.

Mike Smith – Stated it will be great to have Tim Yuergens back and he will have a lot to do. Mike has received many complaints of residents permanently parking on the grass.

Roger Gardner – Stated that Santa will be at the Santa house downtown next week with Mrs. Claus. He reminded everyone that it is that time of year to be thinking about how the City will handle snow removal.

Carol Darlington – Stated that the Planning Commission has changed their meeting from December 26<sup>th</sup> to December 14<sup>th</sup>.

Bernadette Weaver – Stated that Engineer Doug Scott of Rowe Professional Services will be presenting the site plan for Iron Removal Plant. It is not required but the Planning Commission have invited local residents for feedback. She stated that the Planning Commission has received high marks from Re-development READY for the City's strong Zoning Ordinance. This is a great foundation that many communities do not have. It is recommended that the Master Plan and Zoning Ordinance be reviewed regularly. Both documents have been reviewed in house four (4) times and it is her recommendation and that of the Planning Commission that it is time to have a professional review by Doug Pigget the cost will be approximately \$38,000 but it would be well worth it.

Nancy Bodnar – Asked Terry Walters if there is going to be Animal Shelter Committee to established at the County level? Terry Walters said yes there would be.

Sarah Kile – Complimented the parade committee. It was gorgeous.

Linda Winarski – Thanked Bob, Bernie and Bonnie for Council orientation. She learned that there is a lot that goes into Planning and Assessing. She also stated it was a great parade and was glad the fireworks were set off at the fairgrounds.

Robert Moffit – Stated he met with MERS on Wednesday, November 29<sup>th</sup>. The representative stated that the City's retirement funding is at 84%. Moffit stated that State Representative Jason Wentworth says that the City's retirement funding is at 81%. The funding is effected by people living longer, the market return has been slow for several years in the recent past. He stated that there may be adjustments made during budgeting to increase the funding of our retirement funds. The french drains in park were completed by our DPW crew. A new comprehensive plan for snow removal is being worked on.

Motion by Council Member Caffrey, seconded by Council Member Darlington to adjourn. All ayes. Motion carried.

Meeting adjourned at 6:03 p.m.

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Darlene Jungman, Mayor

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Bonnie S. Klein, City Clerk