

February 19, 2018

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, Bodnar, Caffrey, Crawford, Darlington, Kile, Smith

Absent: Gardener

Staff Present: Administrator Robert Moffit, Clerk Bonnie Klein, Assessor Bernadette Weaver.

Also Present: Mayor Dee Jungman, City Attorney Doug Jacobson, Pastor Joe Dorais, Pat Lennon, Sue Lennon, Matthew Lennon, Kathleen Iransoili, Kaitlin Thorne

Motion by Council Member Kile, seconded by Council Member Bodnar to approve the minutes of the regular meeting held on February 5, 2018 with the correction on the motion to approve proposal from Lapham Associates for the Trailhead and trail engineering for the amount of \$5,000.00 to \$7,500.00. The vote should have indicated six (6) ayes and one (1) nay. Motion carried.

Motion by Council Member Darlington, seconded by Council Member Caffrey to approve warrant #18-023 in the amount of \$59,582.82 and payroll for the period ending February 11, 2018 in the amount of \$53,285.31.

Hearing of Delegations:

Mike Hargrave, Airport Manager – Stated he is here to support airport agenda item.

Motion by Council Member Smith, seconded by Council Member Crawford to approve the agenda with the addition of g.) MML - Executive Search Service Overview. All ayes. Motion carried.

Motion by Council Member Crawford, seconded by Council Member Darlington to approve the Consent Agenda: Communications: i.) Severe Weather Spotter Training ii.) MSU Extension – Understanding Tourism for Michigan Communities iii.) Gladwin County Council of Local Government – February 26, 2018 iv.) Capital Improvement Plan for review – discussion at Joint Meeting – February 27, 2018 at 5:15 p.m. Meetings: Personnel & Finance – January 25, 2018 ii.) Fire Board – February 7, 2018 iii.) Trail Authority – February 7, 2018 iv.) Airport Commission – February 8, 2018. All ayes. Motion carried.

Old Business:

Motion by Council Member Caffrey, seconded by Council Member Kile to approve the appointment of Bonnie S. Klein to the position of Treasurer for the City of Gladwin. All ayes. Motion carried.

Bonnie Klein sworn in as Treasurer for the City of Gladwin by Mayor Darlene Jungman.

Motion by Council Member Caffrey, seconded by Council Member Winarski to approve the treasurer's compensation in the amount of \$42,000.00 per year. All Ayes. Motion carried.

New Business:

Motion by Council Member Caffrey, seconded by Council Member Crawford to approve the purchase of two Sluice Gates for the Waste Water Treatment Plant from Northcoast Valve and Gate, Inc. for the amount of \$6,334.00. All ayes. Motion carried.

The City Administrator Moffit recommended the ordinance exception be granted with the street extension.

Motion by Council Member Caffrey, seconded by Council Member Smith to approve the exception to Ordinances 51.004 and 52.22 for the installation of a well and septic within the City Limits on parcel 170-601-200-005-01 at the northwest corner of Schuster Lane by Matthew Lennon with right way to be given to the City of Gladwin to allow for Schuster Lane street extension to the City Street system to the midpoint of the property. All ayes. Motion carried.

RESOLUTION

GLADWIN FARMERS MARKET MULTIPLE YEAR DEFICIT ELIMINATION PLAN

WHEREAS, City of Gladwin **Farmer's Market Fund** has a \$1,674.98 unrestricted net position (deficit) on June 30, 2017; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the City of Gladwin City Council adopts the following as the Farmer's Market Deficit Elimination Plan:

	2016-2017	2017-2018
Unrestricted Net Position (Deficit) July 1	(\$1,240.00)	(\$1,674.98)
Revenues:		
Federal Grants	\$0.00	\$0.00
Registration Fee	\$1,805.00	\$1,950.00
Farmers Mkt Bag Sales	\$6.00	\$10.00
Interest Earnings	\$0.00	\$0.00
Contributions - Private Source	\$10.00	\$10.00
Reimbursements	<u>\$0.00</u>	\$0.00
Total Revenues	\$1,821.00	\$1,970.00
Appropriations		
Administrative	\$1,000.00	\$3,700.00
Downtown Development	<u>\$1,200.00</u>	<u>\$1,200.00</u>
Total Appropriations	\$2,200.00	\$4,900.00
Total Revenues	\$4,021.00	\$6,870.00
Expenditures		

Supplies	\$716.08	\$537.00
Postage	\$0.46	\$0.00
Professional/Cont. Services	\$1,100.00	\$1,100.00
Communications	\$1,100.75	\$1,000.00
Insurance & Bonds	\$0.00	\$0.00
Utilities	\$329.16	\$330.00
Repair & Mtce Contracts	\$989.53	\$100.00
Miscellaneous	\$220.00	\$220.00
Depreciation	<u>\$5,760.48</u>	<u>\$5,761.00</u>
Total Expenditures	\$10,216.46	\$9,048.00

**Add Back Depreciation
(Net Investment in Capital
Assets Net Position)** **\$5,760.48** **\$5,761.00**

**Unrestricted Net Position
(Deficit) June 30** **(\$1,674.98)** **\$1,908.02**

Explanation: Immediate budget amendment to increase funding by \$2,700.00 effective February 19, 2018. Increase charges for registration fees by approximately 8%, lower supply costs by 25%, lower costs of repair & maintenance by \$890.00.

BE IT FURTHER RESOLVED that the City of Gladwin’s City Administrator submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

The foregoing resolution was offered by Council Member Caffrey and seconded by Council Member Darlington.

Roll Call Vote:

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

Resolution declared adopted this 19th day of February, 2018.

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 February 19, 2018.

Bonnie S. Klein, City Clerk

Motion by Council Member Caffrey, seconded by Council Member Smith to approve the following budget amendments: \$2,700.00 to the Farmers Market Fund for debt elimination and \$3,900.00 to the Airport Fund to cover cost of Assistance Airport

Manager position per Airport Commission request. To be handled as a Contractual Employee receiving an annual 1099 MISC, effective 2/19/2018. All ayes. Motion carried.

Discussion: Budget recommendations and fee schedule review. There was a consensus of the City Council Members to approve for budget purposes a 2% increase to water rates. The finalized fee schedule resolution to be presented at a later date.

Motion by Council Member Kile, seconded by Council Member Caffrey to approve invoice from Rowe Professional Services in the amount of \$6,659.00 for Arcade Street improvements, costs to be divided equally between Downtown Development Authority and the sewer fund. All ayes. Motion carried.

Motion by Council Member Crawford, seconded by Council Member Darlington to approve the invoice from Rowe Professional Services in the amount of \$5,952.00 for Silverleaf Street improvements, costs to be divided equally between Downtown Development Authority and Sewer fund. All ayes. Motion carried.

Discussion: MML Executive Search Service Overview. Kathie Grinzinger from MML will present the overview at the City Council meeting on March 5, 2018.

Comments:

Linda Winarski – Stated she had received an email from Gladwin School's Superintendent Rick Seebeck concerning secured entrances at all buildings will be discussed at the next school board meeting.

Sarah Kile – Stated there will be a charity event at the Doherty Hotel in Clare benefitting the Big Brothers and Big Sisters.

Nancy Bodnar – Stated she is looking forward to attending the Michigan Municipal League training February 23rd & 24th.

Carol Darlington – Stated that there was a great turnout for the Horizons Living Center open house and the new addition is filling up. Carol reminded the City Council that the Planning and Council joint meeting will be on February 27th at 5:15 here at City Hall.

Bernadette Weaver – Congratulated Bonnie on being appointed as Treasurer and will be giving her an orientation to assessing in the near future. Bernadette asked the City Council to please remind businesses that personal property forms are due into the office. She reminded everyone of the Joint meeting and that the Capital Improvement Plan included in this City Council Packet will be discussed. She also thanked Joan David, Lori Stout and Carol Darlington for working on the Capital Improvement Plan.

Robert Moffit – Thanked the City Council Members for the discussion on the executive search. He also thanked Bonnie for the 3 ½ years as City Clerk. Robert stated that Doug Scott will be scheduling a bidding meeting for the Iron Removal Plant before his retirement on July 5th and that he may need to come back to help with other details in August. He wishes the best to the City Council. Robert will be putting together a resource book for the Mayor and City Staff.

Dave Crawford – Asked if the Clerk position was going to be posted in the paper.

John Caffrey – Stated that the Clerk's position will be discussed on March 8th.

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

Meeting adjourned at 6:25 p.m.

Darlene Jungman, Mayor

Bonnie S. Klein, City Clerk