

March 16, 2020

Gladwin, Michigan

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

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

Absent: Smith

Staff Present: Christopher Shannon, Marietta Andrist, Bernadette Weaver

Also Present: Mayor Dee Jungman, County, Pastor Dorsey, Kim Bruner, Max Milne,

Mayor Jungman led the Pledge of Allegiance and Pastor Dorsey gave the invocation.

Motion by Council Member Kile, seconded by Council Member Caffrey to approve the minutes from the regular council meeting on 3/2/2020. All Ayes. Motion carried.

Motion by Council Member Darlington, seconded by Council Member Crawford to approve warrant #20-026 in the amount of \$48,726.41 and payroll for the period ending 3/8/2020 in the amount of \$54,135.65.

Hearing of Delegations: None Present. City Clerk, Marietta Andrist reported County Commissioner Ron Taylor called and gave a report over the phone. The County building will be closing all services to the public until further notice beginning March 17, 2020.

Motion by Council Member Caffrey, seconded by Council Member Kile to approve the agenda. All ayes. Motion carried

Motion by Council Member Crawford, seconded by Council Member Kile to approve the Consent Agenda as follows: Communications: i.) Charter Communication-Upcoming Changes, ii.) Consumer Case No. U-20697 Meetings: i) Board of Review Minutes-March 3, 2020, ii.) Gladwin Housing Commission Meeting-February 11, 2020. All ayes. Motion carried.

Public Comment: None

Old Business: None

New Business: a.) Corpus Christie Parade Request- Informational only b.) Transfer old WWTP generator. City Administrator Christopher Shannon stated a generator at the WWTP, which was deemed to be under performing & under sized and will be better utilized at another location. The airport has been identified as the location, which currently does not have a generator and would benefit from its use in the event of an emergency. The generator will be transferred to the airport for the amount of \$1.00. Motion by Council Member Caffrey, seconded by Council Member Crawford to transfer the generator to the airport for \$1.00. All ayes, motion carried.

c.) Resolution-Final Parks & Recreation Plan 2020-2025 City Administrator Christopher Shannon informed the Council the resolution was the final step needed to have the Department of Natural Resources certify the City's Park and Recreation Plan. Motion by Council Member Kile, supported by Council Member Darlington. Roll Call Vote.



1000 West Cedar Avenue
Gladwin, Michigan 48624
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RESOLUTION

CITY OF GLADWIN, GLADWIN COUNTY, MICHIGAN FINAL PARKS & RECREATION PLAN 2020 - 2025

WHEREAS, the Parks & Recreation Commission has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2020 through 2025, and

WHEREAS, the Parks & Recreation Commission is made up of representatives of City Residents, and

WHEREAS, the Parks & Recreation Commission began the process of developing an updated Parks & Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, The City Council of Gladwin authorizes the distribution of the Final Parks & Recreation Plan to the general public and the various entities for review and comment purposes; and

NOW, THEREFORE, be it resolved that the Gladwin City Council hereby authorizes the distribution of the Final Park & Recreation Plan to the public.

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

Roll Call Vote:

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

Resolution declared adopted this March 16, 2020.

Marietta Andrist, City Clerk

CERTIFICATE

I, Marietta Andrist, 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 March 16, 2020.

Marietta Andrist, City Clerk

d.) Resolution-Deficit Elimination Plan. City Administrator Christopher Shannon informed the Council the paving on the trail created the deficit of \$176,262.00 in the local street funds with the Department of Treasury. The resolution shows the five (5) year plan to eliminate the debt. Council Member Kile questioned the if the \$176,262.00 was the City's share. City Administrator Christopher Shannon stated the original cost from LB Construction was \$286,000.00 for the project. Motion by Council Member Winarski, supported by Council Member Caffrey to approve the Deficit Elimination Plan Roll Call Vote.



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RESOLUTION

CITY OF GLADWIN

Deficit Elimination Plan

WHEREAS, the City of Gladwin's Local Street Fund has a \$176,262.00 deficit fund balance on June 30, 2019; 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's legislative body adopts the following as the City of Gladwin's **Local Street Fund** Deficit Elimination Plan:

The City of Gladwin will transfer from the Major Street Fund, Municipal Street Fund and Downtown Development Authority to the Local Street Fund with resulting fund balances as follows:

Local Street Fund	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Beginning Fund Balance	\$ (176,262.00)	\$ (156,454.00)	\$ (107,496.00)	\$ (89,879.00)	\$ (33,741.00)
Revenue					
Act 51	\$ 116,280.00	\$ 118,605.00	\$ 120,977.00	\$ 123,397.00	\$ 125,865.00
Interest	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00
Transfers In					
Major Streets	\$ 110,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Municipal Streets	\$ 100,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
Downtown Development Authority	\$ 80,000.00	\$ 80,000.00	-	-	-
Total Revenue	\$ 406,520.00	\$ 378,845.00	\$ 301,217.00	\$ 303,637.00	\$ 306,105.00
Expenditures					
Salaries/Wages/Benefits	\$ 59,492.00	\$ 62,467.00	\$ 65,590.00	\$ 68,870.00	\$ 72,313.00
Supplies	\$ 11,600.00	\$ 11,800.00	\$ 12,390.00	\$ 13,009.00	\$ 13,660.00
Professional/Cont. Services	\$ 290,000.00	\$ 230,000.00	\$ 180,000.00	\$ 140,000.00	\$ 100,000.00
Equipment Rental	\$ 19,120.00	\$ 19,120.00	\$ 19,120.00	\$ 19,120.00	\$ 19,120.00
Repair & Maintenance	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
Total Expenditures	\$ 386,712.00	\$ 329,887.00	\$ 283,600.00	\$ 247,499.00	\$ 211,593.00
Ending Fund Balance	\$ (156,454.00)	\$ (107,496.00)	\$ (89,879.00)	\$ (33,741.00)	\$ 60,771.00

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 Winarski and seconded by Council Member Darlington.

Roll Call Vote:

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

Resolution declared adopted this March 16, 2020.

Marietta Andrist, City Clerk

CERTIFICATE

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Marietta Andrist, City Clerk

e.) Mayor Appointment. Mayor Darlene Jungman appointed Donna Alward to the Gladwin Housing and Development Corporation. Discussion on the request for also appointing Donna Alward to the Gladwin Leased Housing Corporation followed. Council would like more information on what the Gladwin Leased Housing Corporation was. Motion by Council Member Crawford, supported by Council Member Darlington to appoint Donna Alward to the Gladwin Housing and Development Corporation.

f.) City Administrator Recommendation to appoint City Treasurer. City Administrator Christopher Shannon distributed information with his recommendation for the person to hire, along with salary and benefits, for the City Treasurer position. City Administrator Christopher Shannon stated it has been very difficult to get qualified individuals within in recommendation of the employee handbook and three items had been negotiated with the new treasurer and he would like the council's approval. Discussion followed. Motion by Council Member Darlington, supported by Council Member Winarski to approve the hire of the City Treasurer, with the stipulation of reviewing policy on hiring new employees in the handbook. 4 ayes, 2 nays. Motion carried.

g.) Discussion of COVID-19. City Administrator Christopher Shannon informed the Council that City Hall was closed to the public. Business was being conduct by phone, email, postal mail and fax and the public could make appointments if necessary. Essential personnel were working remotely from home as much as possible. Discussion on how to proceed for the next meeting and what was legal for the Open's Meetings Act followed. City Administrator Christopher Shannon informed the Council the schedule meeting with Lew Bender had been postponed and the date of June 8, 2020 was available. Motion by Council Member Crawford, seconded by Council Member Bodnar to approve the June 8, 2020 date for Lew Bender. All Ayes, Motion carried.

Mayor Comments- Mayor Dee Jungman commented to please get the word out to people about the virus, it is a very serious. Ohio was currently cancelling all business meetings and closing hotels. Don't want anyone getting sick. Do what they say.

Council Member Comments-Commission/Committee. Reports-Council Member Darlington thanked those working the Food Bank. There were 1600 meals passed out today. Schools and

those involved were giving to those with preschool students and the elderly. Council Member Caffrey stated to listen to the CDC and the World Health Organization to get accurate information on the Coronavirus. Council Member Caffrey stated to listen to the CDC and World Health Organization for information on COVID-19. Council Member Kile would like to look at long term for doing city business, people will be getting laid off. What is the City going to do with water and other billing?

Administration Reports/Comments. City Administrator stated there is a lot of changes currently going on and he would keep the council informed. Will work through it as we go.

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

Meeting ended at 6:20 p.m.