

February 20, 2012
Gladwin, Michigan

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

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

Excused Absence: Caffrey

Staff Present: Bob Moffit, Shannon Greaves, Charlie Jones

Also Present: Mayor Thomas Winarski, Commissioner Bill Rhode, Nancy Bodnar, Sarah Kile, Dan Svetcos, Attorney Doug Jacobson, Bob Wenzel

The Pledge of Allegiance was led by Mayor Winarski and the invocation was given by Pastor Joe Dorais.

Minutes of the February 6, 2012 were approved as presented.

Motion by Council Member Alward, supported by Council Member Jungman to approve Warrant #12-23 in the amount of \$40,153.23 and payroll for pay period ending February 5, 2012 in the amount of \$51,435.82. All ayes. Motion carried.

Hearing of Delegations

Commissioner Bill Rhode gave updates on Gladwin County issues.

Sarah Kile presented the Public Health Summit brochure. She also presented advertising for a turn-in for unused or expired medications on Saturday, April 28th from 10:00 a.m. to 2:00 p.m. at the Beaverton City Police Department, the Gladwin City Police Department and the Clare County Sheriff's Department in Harrison.

Motion by Council Member Jungman, supported by Council Member Alward to approve the agenda as presented. All ayes. Motion carried.

Motion by Council Member Crawford, supported by Council Member Hindman to approve the consent agenda as follows: Communications – (i) Gladwin Farmers Market, (ii) Mid-Michigan Farm Show; Meetings – Commissioners – January 24, 2012, Fire Board – February 1, 2012, Arena Board – February 8, 2012, Airport Commission – February 9, 2012, Downtown Development Authority – February 16, 2012; Miscellaneous – (i) Sheriff's Department Activity Report. All ayes. Motion carried.

New Business

Motion by Council Member Smith, supported by Council Member Jungman to approve the Non-Harassment Policy as follows:

Non-Harassment Policy City of Gladwin

The City of Gladwin is committed to providing a professional work environment that maintains employee equality, dignity and respect. In keeping with this commitment, the City strictly forbids discriminatory practices, including sexual harassment and other forms of harassment, as defined in this Policy. Any harassment prohibited by this Policy, whether verbal, physical or environmental, is unacceptable and will not be tolerated, whether it occurs in the workplace or at outside work-sponsored activities.

Harassment Defined

The City prohibits any verbal, physical or visual conduct which could offend color, religion, national origin, gender, age, disability or any other characteristics protected by federal, state or local law. The City also specifically prohibits sexual harassment, which is defined in this Policy as sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.

The conduct prohibited by the preceding paragraph will not be tolerated under any circumstances, including cases where the conduct is unwelcome, and/or:

1. Submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment or;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting the individual;
3. The conduct has the purpose or effect of unreasonably interfering with the individual's performance or of creating an intimidating, hostile or offensive working environment.

The types of behaviors that may constitute prohibited harassment include, but are not limited to: derogatory, vulgar or graphic written or oral statements or jokes regarding race, color, religion, national origin, disability, gender, sexuality, sexual experience or any other characteristics protected by federal, state or local law; unnecessary touching or physical assault; sexual compliments, flirtations, advances, propositions, innuendoes, suggestions or jokes; or the display of offensive or sexually suggestive pictures or objects.

Responsibility

It shall be the joint responsibility of all City Employees to ensure adherence to this Policy. All supervisors and Department Heads have the duty of ensuring that no individual or employee is subjected to sexual harassment or any other form of unlawful harassment, and of maintaining a workplace free of such harassment. Supervisors and Department Heads shall discuss this Policy with employees and assure them that they are not required to endure any form of unlawful harassment.

Complaint Procedure

Employees must report any perceived incidents of harassment, regardless of the position of the alleged offender. Any employee who has a harassment complaint against a supervisor, coworker, visitor, customer or other person, must bring the problem to the City administrations attention.

If you believe that you have been harassed, you should immediately report the incident to the City Clerk, who shall immediately inform the City Administrator. If you are uncomfortable with reporting the harassment to this person or if you believe that your complaint was not properly addressed, you should report the incident to the Mayor.

Any complaint will be thoroughly investigated in a professional manner. Employees will be notified of a decision or of the status of the investigation as soon as possible. There will be no discrimination or retaliation against any individual who files a good-faith harassment complaint, even if the investigation produces insufficient evidence to support the complaint, and even if the charges cannot be proven. The City administration will determine a reasonable time period for investigation.

There will also be no discrimination or retaliation against any other individual who participates in the investigation of a harassment complaint. If the investigation substantiates the complaint, appropriate corrective and/or disciplinary action (up to discharge) will be pursued. Disciplinary action (up to discharge) will also be taken against individuals who make false or frivolous accusations, such as those made maliciously or recklessly. Actions taken internally to investigate and resolve harassment complaints will be conducted confidentially to the extent practicable, appropriate, and consistent with the Michigan Freedom of Information Act, in order to protect the privacy of persons involved.

General Provisions

1. Retaliatory action of any kind taken as a result of any individual or any employee seeking redress under these procedures is prohibited, and shall be regarded as a separate and distinct cause for complaint and discipline under these procedures.

2. A summary of this Policy should be conspicuously posted at all sites. The City reserves the right to interpret, apply, amend or revoke this Policy at any time.
3. This Policy applies to all the City's employees, managers, supervisors and other staff, whether related to conduct engaged in by fellow employees, supervisors or someone who is not directly related to the City, such as a vendor, consultant, client, customer or other City contact. All supervisors and Department Heads have an affirmative obligation to maintain a workplace free of unlawful harassment.
4. Your complaint will be taken seriously and investigated promptly, appropriate action, up to and including termination will be taken against individuals who violate this Policy. The City prohibits any form of retaliation against any employee for filing a complaint in good faith pursuant to the Policy, or for participating in good faith in an investigation.

This notice shall constitute the City's Non-Harassment Policy, a copy of which has been provided to all employees. If you have questions regarding this Policy, please contact the City Clerk.

Adopted at a regularly scheduled meeting of the City of Gladwin City Council on February 20, 2012.

All ayes. Motion carried.

Motion by Council Member Crawford, supported by Council Member Rowley to award the Gladwin Police Station Project to Sugar Construction, Inc. All ayes. Motion carried.

Motion by Council Member Jungman, supported by Council Member Hindman to authorize the increased amount of bonding for fifteen years and local match in the amount of \$247,000.00 for the Police Department project. All ayes. Motion carried.

Motion by Council Member Crawford, supported by Council Member Smith to approve a not to exceed amount of \$250,000.00 bond for fifteen years for the Police Department project. All ayes. Motion carried.

RESOLUTION

RESOLUTION ADOPTING AND APPROVING THE EXECUTION OF THE AGREEMENT BETWEEN THE CITY OF GLADWIN AND THE STATE OF MICHIGAN FOR THE PURPOSE OF LEASE #11020-2011.

BE IT RESOLVED, by members of the Gladwin City Council, County of Gladwin, Michigan:

Section 1. That the Mayor and City Administrator of the City of Gladwin are hereby authorized to execute the Lease Agreement acting on behalf of the City of Gladwin.

The foregoing resolution was offered by Council Member Jungman and supported by Council Member Alward.

Roll Call Vote:

Ayes: Alward, Crawford, Hindman, Jungman, Mienk, Rowley, Smith

Nays: None

Absent: Caffrey

Abstain: None

Resolution adopted this 20th day of February, 2012.

Discussion regarding the house at 1002 North State Street.

Motion by Council Member Rowley, supported by Council Member Hindman to authorize Mayor Winarski and Clerk Greaves to sign the closing documents for the property at 1002 North State Street and to authorize payment to Sun Title Agency, LLC in the amount of \$9,853.00. Ayes: Alward, Crawford, Hindman, Rowley, Smith; Nays: Jungman, Mienk; Absent: Caffrey. Motion carried.

Comments

Personnel/Finance Committee meeting on March 5th at 4:00 p.m.

Council Member Jungman asked for help in keeping the sidewalks shoveled, especially on North Silverleaf Street.

Council Member Smith stated that he will let the Council know details about the SPARKS soup bowl program.

Gladwin County Endowment Fund annual fundraiser is March 3rd from 5 p.m. to 8 p.m. at the K of C Hall. Tickets are \$10 and are available at the door.

Walk for Warmth is February 25th. Starts and finishes at the Masonic Lodge.

Frozen Affair is April 14th at the Gladwin Community Arena.

Chief Jones gave an update on the tobacco shop break-ins.

Motion by Council Member Jungman, supported by Council Member Smith to approve signing of the deed for the Park property from the City of Gladwin to the State of Michigan for the Police Department project. All ayes. Motion carried.

May 19th – Farmers Market ribbon cutting is at 9:00 a.m.

May 19th – Clean Up Day from 9:00 a.m. to 1:00 p.m.

Administrator Moffit thanked everyone for their gift of money to his Mother when his Grandma passed away.

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

Meeting ended at 5:49 p.m.

Thomas L. Winarski, Mayor

Shannon Greaves, City Clerk