

June 26, 2019

Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was called to order by Mayor Darlene Jungman at 5:01 p.m.

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

Absent: Caffrey, Crawford,

Staff Present: Chris Shannon, Kim Bruner, Bonnie Klein, Bernie Weaver

Also Present: Mayor Dee Jungman, Cristy Gutierrez, Dan Svectos, Zachary Schmidt

Mayor Jungman led the Pledge of Allegiance and Council Member Kile gave the invocation.

Motion by Council Member Gardner, seconded by Council Member Kile to approve the minutes from the June 17, 2019 for the regular City Council meeting as presented. All ayes. Motion carried.

Motion by Council Member Kile, seconded by Council Member Winarski to approve warrant #19-036 in the amount of \$69,265.02, warrant #20-001 in the amount of \$75,062.50 and payroll for the period ending June 16, 2019 in the amount of \$57,863.95. All ayes. Motion carried.

Motion by Council Member Darlington, seconded by Council Member Gardner to approve the agenda. All ayes. Motion carried.

Motion by Council Member Darlington, seconded by Council Member Kile to approve the Consent Agenda with the addition of item v.) Closed Minutes – June 17, 2019 under minutes as follows: Communications: i.) Gladwin County Library May Statistics Usage. Meetings: i.) Gladwin County Commissioners Meeting – May 28, 2019, ii.) Gladwin City Housing Commission Meeting – June 11, 2019, iii.) Gladwin Airport Commission Meeting – June 13, 2019, iv.) Parks Commission Meeting – June 24, 2019, v.) Closed Session Meeting – June 17, 2019. All ayes. Motion carried.

Council Member Smith was seated at 5:06 p.m.

New Business:

## **RESOLUTION** **2018-2019 Budget Amendment**

**WHEREAS**, the City Council adopted a budget for the 2018-2019 fiscal year on May 7, 2018 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, held a public hearing at 5:00 o'clock PM, on that date to receive citizen comment on the proposed budget. The notice of public hearing was published in a newspaper of general circulation on April 18,

2018 and April 25, 2018. A copy of the affidavits of publication of said public hearing are on file with the City Clerk, and

**WHEREAS**, the City of Gladwin adopts the 2018-2019 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, and

**WHEREAS**, the City Council, after such hearing thereon and consideration thereof, did adopt said budget as represented herein and fixed the tax of 15 mills for general operating purposes, and 2.0240 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, and

**WHEREAS**, all claims (bills) against the City shall be approved by the Gladwin City Council prior to being paid, with the exception of certain bills approved by the Gladwin City Council to avoid late penalties, service charges and interest 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, and

**WHEREAS**, the City Treasurer was authorized and directed to make such transfers between the various funds in accordance with the adoption of the budget as follows, and

**WHEREAS**, the City Administrator was 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.

**NOW, THEREFORE, BE IS RESOLVED**, that the following amendment be adopted to correct some clerical errors that were discovered subsequent to the adoption of the original 2018-2019 fiscal year budget.

<b>GENERAL FUND</b>	2018-2019 Original Adopted	2018-2019 Actual YTD	2018-2019 Yr End Final adopted
<b>REVENUE</b>			
Taxes	886,403	850,828	850,828
Licenses	45,561	50,027	48,943
Federal Grants	0	0	0
State Grants	0	0	0
Charges for Services	550	310	310
Interest and Rents	10,500	15,269	15,269
Other Revenues	368,824	343,028	358,461
Department Revenues	299,340	306,271	306,616
Other Financing Sources	137,663	137,663	138,188
<b>Total Revenue and Other Sources</b>	<b>1,748,841</b>	<b>1,703,396</b>	<b>1,718,615</b>
<b>EXPENDITURES</b>			
101	607,038	606,580	615,632
272	9,600	3,325	3,425
276	49,608	34,846	35,474
301	558,048	565,869	567,282
441	320,460	304,226	305,294
602	0	0	0
751	134,542	134,766	140,082

Debt Service	21,100	19,663	19,663
Other Financing Uses	33,700	33,700	60,100
<b>Total Expenditures and Other Uses</b>	<b>1,734,096</b>	<b>1,702,975</b>	<b>1,746,952</b>
<b>Net Revenues (Expenditures)</b>	<b>14,745</b>	<b>421</b>	<b>(28,337)</b>
<b>Beginning Fund Balance</b>	<b>1,149,729</b>	<b>1,149,729</b>	<b>1,149,729</b>
<b>Ending Fund Balance</b>	<b>1,164,474</b>	<b>1,150,150</b>	<b>1,121,392</b>

#### MAJOR STREET FUND

	2018-19 Original Adopted	2018-19 Actual YTD	2018-19 Yr End Final Adopted
<b>REVENUE</b>			
Federal Grants	0	0	0
State Grants	0	44,734	44,734
Interest	600	1,227	1,227
Other Revenues	255,797	154,286	256,500
Other Financing Sources	50,000	50,000	50,000
<b>Total Revenues and Other Sources</b>	<b>306,397</b>	<b>250,247</b>	<b>352,461</b>
<b>EXPENDITURES</b>			
Highways, Streets and Bridges	146,088	307,702	301,722
Other Financing Uses	25,000	25,000	25,000
<b>Total Expenditures and Other Uses</b>	<b>171,088</b>	<b>332,702</b>	<b>326,722</b>
<b>Net Revenues (Expenditures)</b>	<b>135,309</b>	<b>(82,455)</b>	<b>25,739</b>
<b>Beginning Fund Balance</b>	<b>127,704</b>	<b>127,704</b>	<b>127,704</b>
<b>Ending Fund Balance</b>	<b>263,013</b>	<b>45,249</b>	<b>153,443</b>

#### LOCAL STREET FUND

	2018-19 Original Adopted	2018-19 Yr End Actual	2018-19 Yr End Final adapted
<b>REVENUE</b>			
State Grants/misc revenue	85,265	66,072	85,265
Interest	240	199	199
Other Financing Sources	50,000	50,000	403,000
<b>Total Revenues and Other Sources</b>	<b>135,505</b>	<b>116,271</b>	<b>488,464</b>
<b>EXPENDITURES</b>			
Highways, Streets and Bridges	132,318	503,500	503,500
Other Financing Uses	0	0	0
<b>Total Expenditures and Other Uses</b>	<b>132,318</b>	<b>503,500</b>	<b>503,500</b>
<b>Net Revenues (Expenditures)</b>	<b>3,187</b>	<b>(387,229)</b>	<b>(15,036)</b>
<b>Beginning Fund Balance</b>	<b>15,832</b>	<b>15,832</b>	<b>15,832</b>
<b>Ending Fund Balance</b>	<b>19,019</b>	<b>(371,397)</b>	<b>796</b>

#### MUNICIPAL STREET FUND

	2018-19	2018-19	2018-19
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	Original Adopted	Actual YTD	Yr End Final Adapted
<b>REVENUE</b>			
Taxes	108,579	111,020	111,020
Interest	900	1,364	1,364
Other Financing sources	0	0	0
<b>Total Revenues and Other Sources</b>	<b>109,479</b>	<b>112,384</b>	<b>112,384</b>
<b>EXPENDITURES</b>			
Highways. Streets and Bridges	0	0	0
Other Financing Uses	60,500	10,500	338,500
<b>Total Expenditures and Other Uses</b>	<b>60,500</b>	<b>10,500</b>	<b>338,500</b>
<b>Net Revenues (Expenditures)</b>	<b>48,979</b>	<b>101,884</b>	<b>(226,116)</b>
<b>Beginning Fund Balance</b>	<b>241,566</b>	<b>241,566</b>	<b>241,566</b>
<b>Ending Fund Balance</b>	<b>290,545</b>	<b>343,450</b>	<b>15,450</b>
<b>LIQUOR LAW ENFORCEMENT FUND</b>			
	2018-19 Original Adopted	2018-19 Actual YTD	2018-19 Yr End Final Adopted
<b>REVENUE</b>			
State Grants/ license	4,980	4,941	4,941
Interest	40	25	25
<b>Total Revenues and Other Sources</b>	<b>5,020</b>	<b>4,966</b>	<b>4,966</b>
<b>EXPENDITURES</b>			
Personnel Services	5,000	6,934	6,934
Miscellaneous expenses	0	0	0
<b>Total Expenditures and Other Uses</b>	<b>5,000</b>	<b>6,934</b>	<b>6,934</b>
<b>Net Revenues (Expenditures)</b>	<b>20</b>	<b>(1,968)</b>	<b>(1,968)</b>
<b>Beginning Fund Balance</b>	<b>14,784</b>	<b>14,784</b>	<b>14,784</b>
<b>Ending Fund Balance</b>	<b>14,804</b>	<b>12,816</b>	<b>12,816</b>
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>			
	2018-19 Original Adopted	2018-19 Actual YTD	2018-19 Yr End Final Adopted
<b>REVENUE</b>			
Taxes	211,422	206,935	206,935
Interest Earnings	720	688	688
Other Revenues	300	2,061	2,061
<b>Total Revenues and Other Sources</b>	<b>212,442</b>	<b>209,684</b>	<b>209,684</b>
<b>EXPENDITURES</b>			
Personnel Services	14,300	8,642	8,642
Supplies and Materials	3,000	3,887	4,880
Services	211,450	41,261	41,303

Capital Outlay	10,000	0	0
Other Financing Uses	77,686	52,500	77,186
<b>Total Expenditures and Other Uses</b>	<b>316,436</b>	<b>106,290</b>	<b>132,011</b>
<b>Net Revenues (Expenditures)</b>	<b>(103,994)</b>	<b>103,394</b>	<b>77,673</b>
<b>Beginning Fund Balance</b>	<b>192,826</b>	<b>192,826</b>	<b>192,826</b>
<b>Ending Fund Balance</b>	<b>88,832</b>	<b>296,220</b>	<b>270,499</b>

**DRUG LAW ENFORCEMENT FUND**

	2018-19 Original Adopted	2018-19 Actual YTD	2018-19 Yr End Final Adopted
<b>REVENUE</b>			
Federal Grants	0	0	0
Drug Forfeitures	0	26,028	43,562
Other Revenues	200	907	907
Other Financing Sources	0	0	0
<b>Total Revenues and Other Sources</b>	<b>200</b>	<b>26,935</b>	<b>44,469</b>
<b>EXPENDITURES</b>			
Personnel Services	6,850	31,071	31,071
Services	1,500	0	0
Other Expenditures	3,000	0	0
Capital Outlay	0	0	0
<b>Total Expenditures and Other Uses</b>	<b>11,350</b>	<b>31,071</b>	<b>31,071</b>
<b>Net Revenues (Expenditures)</b>	<b>(11,150)</b>	<b>(4,136)</b>	<b>13,398</b>
<b>Beginning Fund Balance</b>	<b>46,427</b>	<b>46,427</b>	<b>46,427</b>
<b>Ending Fund Balance</b>	<b>35,277</b>	<b>42,291</b>	<b>59,825</b>

The foregoing resolution was offered by Council Member Gardner, seconded by Council Member Winarski.

Roll Call Vote:

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

Resolution declared adopted this 26th day of June, 2019.

Kimberly Bruner, City Clerk

**CERTIFICATE**

I, Kimberly Bruner, 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 June 26, 2019 at 5:00 PM.

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Kimberly Bruner, City Clerk

Motion by Council Member Darlington, seconded by Council Member Smith to approve the City Council/Committee Member Conflict of Interest Policy and Disclosure Form. All ayes. Motion carried.

Motion by Council Member Darlington, seconded by Council Member Kile to approve the reappointment of Jason Newman to the Zoning Board of Appeals, term expiring July 2022. All ayes. Motion carried.

Motion by Council Member Bodnar, seconded by Council Member Darlington to approve that the City participate with the County in the demolition of 304 Sherman Street. 5 ayes, 1nay. Motion carried.

Comments:

Council Member Winarski read a letter on her behalf in regards to the Open Meetings Act.

Council Member Kile stated that she had brought her nephew to the meeting and really enjoys seeing young people at the Council Meetings, she would like to see in the future project Neighboring on the agenda and feels that communication needs to be more open between everyone.

Council Member Bodnar stated that she would like to see everyone on the same page when it pertains to the Open Meetings Act.

Council Member Gardner had questions regarding the agenda from the last Council Meeting.

Mayor Jungman reported about the Council on Local Government Meeting and that the townships are trying to get something done about the amish horses messing on the roads and try to enforce them having to wear poop bags and the issue of the steel wheels tearing up the roads. She read a letter on her behalf and explained that everyone needs to start working together.

Assessor Weaver reported that they are about 2/3 done with the master plan and that the committee working on this have been very helpful and that this year equalization

has hired a 3<sup>rd</sup> party company to mail out tax bills and everyone should be receiving them next week.

Administrator Shannon gave updates on things going on in and around the City.

Administrator Shannon requested that the Council go into closed session to discuss the City Attorney.

Motion by Council Member Smith, seconded by Council Member Gardner close the regular meeting and to go into closed session.

Roll call:

Aye: Bodnar, Darlington, Gardner, Kile, Smith, Winarski  
Nay: None  
Absent: None

Meeting went into closed session at 5:37 p.m.

Motion by Council Member Darlington, seconded by Council Member Kile to open back into public meeting. All ayes. Motion carried.

Meeting went back into session at 5:52 p.m.

Council Member Bodnar wanted to know the status of 805 North Bowery Avenue. Much discussion on this and Administrator Shannon will bring an update to the next Council Meeting.

Motion by Council Member Bodnar, seconded by Council Member Gardner to adjourn. All ayes. Motion carried.

Meeting adjourned at 5:58 p.m.

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Darlene Jungman, Mayor

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Kimberly Bruner, City Clerk