

November 4, 2019

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, Smith, Winarski

Absent: Kile

Staff Present: Christopher Shannon, Bonnie Klein, Bernadette Weaver

Also Present: Mayor Dee Jungman, County Commissioner Ron Taylor, Kaitlin Thorne, Kelly Gower, Deb Platt, Dan Svectos, Chris Stronach, Joe Frye, Diane Mella, Matthew Libby, Cristy Gutierrez, Pastor Brad Withrow

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

Motion by Council Member Darlington, seconded by Council Member Caffrey to approve the minutes of the October 21, 2019 regular City Council meeting as presented. All ayes. Motion carried.

Motion by Council Member Crawford, seconded by Council Member Gardner to approve warrant #20-012 in the amount of \$29187.97 and payroll for the period ending October 20, 2019 in the amount of \$55984.53 and warrant #20-013 in the amount of \$46843.88. All ayes. Motion carried.

Hearing of Delegations:

Mayor Jungman presented a proclamation to Diane Mella, President of American Legion Post 171 Auxiliary. The Mayor proclaimed November 10, 2019 American Legion Auxiliary Centennial Day.

County Commissioner Ron Taylor stated the Court House renovations are coming with a few mishaps along the way. He also said repairs and upgrades have also been done to the Sherriff Department and Annex buildings as well. He shared that the County-wide ordinance for point of sale well and septic brought to the City by Joel Vanier is currently being looked at by the Health Department. There will be another three to four months' work ahead yet on this ordinance. He stated the County is now preparing for the 2020 Census. It is very important that all residents of over 6 months are counted. The Census is very important to both the City and County as the count determines much of the funding from both the State and Federal level. It is believed that about 20% of the county population was missed in the last census. Ron stated reminders of the census and its importance are being mailed out with the winter tax bills.

Motion by Council Member Darlington, seconded by Council Member Caffrey to approve the agenda with the following changes: item e.) Downtown Development Authority 5 year plan is to be moved to communications item vi.) in the consent agenda. Therefore Ordinance #343 – Parks and Recreation 1st Reading becomes item e.) and the addition of executive session as item f.). All ayes. Motion carried.

Motion by Council Member Crawford, seconded by Council Member Gardner to approve the Consent Agenda with the removal of Meetings item iv.) for corrections and resubmission at a later date with subsequent numbering changes, Communications: i.) Business After Hours – Pale Blue Smoking Co., ii.) Beckett & Raeder – City of

Beaverton Master Plan, iii.) Michigan Municipal League Conference, iv.) Riverwalk – Thank You, v.) Jaynie Hoerauf – Opinions, vi.) DDA 5yr Plan. Meetings: i.) Gladwin County Commissioners Meeting - October 8, 2019m ii.) Gladwin City Parks Commission Meeting – October 21, 2019, iii.) Planning Commission Meeting – October 22, 2019, iv. Safety Committee Meeting – October 29, 2019, vi.) Personnel/Finance Committee Meeting – October 31, 2019 All ayes. Motion carried.

Public Comment

None

Old Business:

None

New Business:

RESOLUTION
CITY OF GLADWIN, GLADWIN COUNTY, MICHIGAN
RECOMMENDING THE DISTRIBUTION OF THE CITY OF GLADWIN COMMUNITY MASTER PLAN

WHEREAS, the Michigan Planning Enabling Act (MPEA) authorizes municipal planning commissions to prepare a “master plan” pertinent to the future development of the municipality; and

WHEREAS, the Planning Commission has prepared a draft master plan for the municipality, to update and replace its previous community master plan; and

WHEREAS, the City of Gladwin authorizes the distribution of the draft Community Master Plan to the general public and the various entities as required by the MPEA, for review and comment purposes; and

WHEREAS, once the distribution period has expired the Planning Commission will convene public hearing;

NOW, THEREFORE, the City of Gladwin hereby authorizes distribution of the draft community master plan.

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

Roll Call Vote:

Ayes: Bodnar, Caffrey, Crawford, Darlington, Gardner, Smith, Winarski

Nays: None

Absent: Kile

Abstain: None

Resolution declared adopted this November 04, 2019.

Bonnie S Klein, Deputy City Clerk

CERTIFICATE

I, Bonnie S Klein, Deputy 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 November 04, 2019.

Bonnie S Klein, Deputy City Clerk

**RESOLUTION
DECERTIFICATION/VACATION**

WHEREAS, the City of Gladwin does wish to decertify/vacate a portion of Columbus and Squire Street. This decertification/vacation of Columbus and Squire Streets is located to the East of Silverleaf Street for a total decertification/vacation length of 551.50 feet.

NOW THEREFORE IT IS RESOLVED, at a regular meeting of the City of Gladwin, Michigan, held at the City Hall on November 04, 2019.

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

Roll Call Vote:

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

Resolution declared adopted this the 4th day of November, 2019.

Bonnie S Klein, Deputy City Clerk

CERTIFICATE

I, Bonnie S Klein, Deputy 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 November 04, 2019 at 5:00 p.m.

Bonnie S Klein, Deputy City Clerk

**RESOLUTION
CITY OF GLADWIN, GLADWIN COUNTY, MICHIGAN
PUBLIC REVIEW OF DRAFT 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 draft Parks & Recreation Plan to the general public and the various entities for review and comment purposes; and

WHEREAS, once the distribution period of 30 days has expired the Parks & Recreation Commission will convene a final planning session to review, analyze, and incorporate additional residents' comments into the plan, and

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

The foregoing resolution was offered by City Council Member Crawford and seconded by Council Member Gardner.

Roll Call Vote:

Ayes: Crawford, Darlington, Gardner, Smith, Winarski, Bodnar, Caffrey

Nays: None

Absent: Kile

Abstain: None

Resolution declared adopted this November 04, 2019.

Bonnie S Klein, Deputy City Clerk

CERTIFICATE

I, Bonnie S Klein, Deputy 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 November 04, 2019.

Bonnie S Klein, Deputy City Clerk

Chris Stronach of North Park Disk Golf requested permission for a luminary walk using camping lanterns through North Park trail to Riverwalk for the purpose of collecting hats, mittens, gloves and coats for Christmas Kindness and the overwhelming need in our community. The walk will take place on December 14, 2019 beginning at 6:00 p.m. in North Park and ending at Riverwalk by 8:00 p.m. It is hoped to have transportation back to North Park, so participants can retrieve their vehicles if needed.

Motion by Council Member Caffrey, seconded by Council Member Bodnar to approve the luminary walk on December 14, 2019 from 6:00 to 8:00 p.m. from North Park to

Riverwalk on the pedestrian/bicycle path with the use of camping lanterns as luminaries.
All ayes. Motion carried.

ORDINANCE NUMBER 343

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GLADWIN BY ADDING A NEW CHAPTER IN THE CITY CODE WHICH SHALL BE DESIGNATED AS TITLE III – ADMINISTRATION, CHAPTER 36, PARKS AND RECREATION COMMISSION.

Section 36.01. **Title of ordinance.**

This ordinance shall be known as and may be cited as the “City of Gladwin Parks and Recreation Ordinance”.

Section 36.02. **Creation; purpose.**

A City of Gladwin Parks Commission was created, by action of the City Council on December 20, 1982 which was by Resolution and Ordinance according to the Minutes. The Ordinance cannot be found. Therefore, City of Gladwin Parks is hereby abolished and repealed as of the effective date of this ordinance. The City of Gladwin Parks and Recreation Commission is created as of January 1, 2020, which commission shall seek to provide various recreational opportunities for children and adults of the Gladwin area, furthering the general welfare of the residents in the Gladwin area.

Section 36.03. **Appointment.**

The Parks and Recreation Commission members shall be appointed by the Mayor, with the advice and approval of the City Council, to act in an advisory capacity in matters pertaining to the operation of the Parks and Recreation assets and activities of the City of Gladwin.

Section 36.04. **Membership; terms of office; vacancies; quorum; compensation.**

- A. The Parks and Recreation Commission shall consist of five members, all of whom shall be residents of the City of Gladwin except as set forth herein. Of these five members, one shall be a City of Gladwin Council Member, acting as a liaison with voting privileges. One shall be a school district representative with voting privileges who need not be a resident of the City of Gladwin. Three shall be residents of the City of Gladwin with voting privileges. To appoint as one of the above members, the Mayor and the City Council may elect to appoint a representative from the Gladwin City Housing Commission to represent the aging population within the community, within its sole discretion from time to time. The City Council may appoint a reasonable number of alternate members to serve in the absence of a commission member or when a conflict of

interest arises as needs may be. The Mayor shall be an ex-officio member with no voting rights.

- B. The terms of office for the members of the Recreation Board shall be two years. Initial appointments to the Board shall be staggered, such that all of the Commissioners are not appointed in the same year.
- C. The Commission shall elect its Chair, Vice Chair, and Secretary from among its members at the first meeting of the Commission at which a quorum is present after January 1st of each year.
- D. The members of the Commission shall be appointed on or before the second meeting of the City of Gladwin City Council for each calendar year.
- E. In the event of a vacancy on the Commission, the Mayor of the City of Gladwin shall appoint a new member to serve the remainder of the unexpired term.
- F. All members appointed to the Commission are to serve without compensation, except as otherwise provided for City Council members.

Section 36.05. **Meetings.**

- A. The Commission shall meet monthly on a day to be decided by the Commission at the first meeting, at which a quorum is present. All meetings shall be open to the public and are subject to the Open Meetings Act.
- B. If a member has four unexcused absences in a calendar year, a report shall be made to the Mayor of the City of Gladwin, which shall appoint a replacement for said member.
- C. The Commission shall not take action without a concurrence of the majority of the members appointed and serving on the Commission.

Section 36.06. **Powers and duties.**

- A. The Commission shall maintain a Parks and Recreation Plan which shall be updated and presented to the City Council for review and approval at least every fifth year.
- B. The Commission shall present a proposed recreation budget to the Gladwin City Council for ratification, said budget to be submitted on a yearly basis.
- C. The Commission has the authority to recommend to the Gladwin City Council regulations concerning parks and recreational buildings, said regulations to become effective upon approval by the Gladwin City Council.

D. The Commission shall adopt its own internal rules and procedures and keep a public record, filed with the Gladwin City Clerk, of its proceedings.

E. The Commission has the authority to regulate the physical conditions within City recreation facilities.

Section 36.07. **Removal from office.**

The City of Gladwin may remove a member of the Parks and Recreation Commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. Failure to disclose a potential conflict of interest shall be considered malfeasance in office. Repeated failure to attend Parks and Recreation Commission meetings shall be considered nonfeasance in office.

The secretary of the Parks and Recreation Commission shall report any member who has missed three regular meetings in a row to the Mayor.

Section 36.08. **Effective Date.**

This ordinance shall take effect thirty (30) days following date of publication as required by law. All Ordinances or part Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

First Reading
Dated: November 4, 2019

Second Reading
Dated: November 18, 2019

Adopted by the City Council of the City of Gladwin this _____ day of _____, 2019.

Darlene Jungman, Mayor

Kimberly Bruner, Clerk

Comments:

Mayor Jungman – Invited everyone to the dedication of Northpark Pavilion as the home of the American Legion Post #171 on Friday, November 8th at 4 p.m. She encouraged everyone to get out and vote tomorrow, November 5th and wished all on the ballot good luck.

Motion by Council Member Crawford, seconded by Council Member Gardner to go into executive closed session for the purpose of reviewing Administrator's evaluations.

Roll Call Vote:

Ayes: Darlington, Gardner, Smith, Winarski, Bodnar, Caffrey, Crawford

Nays: None

Absent: Kile

Abstain: None

Motion carried.

Executive Closed Session began at 5:50 p.m. with a 2 minute recess.

Motion by Council Member Caffrey, seconded by Council Member Gardner to excuse Deputy Clerk Bonnie Klein from the Executive Session and appoint Council Member Darlington as acting secretary of the Executive Session.

Roll Call Vote:

Ayes: Gardner, Smith, Winarski, Bodnar, Caffrey, Crawford, Darlington

Nays: None

Absent: Kile

Abstain: None

Motion carried.

Deputy Clerk Klein left the executive session at 5:58 p.m.

Motion by Council Member Winarski, seconded by Caffrey to return to open regular session. (Per Executive Closed Session Secretary, Council Member Darlington.) All ayes. Motion carried.

Executive Closed Session ended at 6:53 p.m.

Deputy Clerk Klein return to open regular session. 6:54 p.m.

Motion by Council Member Crawford, seconded by Council Member Bodnar to direct Christopher Shannon, City Administrator to consult City Attorney Jaynie Hoerauf to draw up a contract extension to the City Administrator's contract for the duration of one (1) year. All ayes. Motion carried.

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

Meeting adjourned at 6:58 p.m.

Darlene Jungman, Mayor

Bonnie S. Klein, Deputy City Clerk