



Kyle Grove, District 1, (Sherman, Butman, Clement, Gladwin Twp.)
Ron Taylor, District 2, Vice-Chairperson (Sage and Gladwin City)
Michael Szuch District 3, (Bentley, Billings, Bourret, Grim & Secord)
Karen Moore, District 4, Chairperson (Buckeye, Hay & Tobacco)
Rick Grove, District 5, (Grout, Beaverton City, Beaverton)

Board Meeting Agenda November 23, 2021 9:30 a.m.

Agenda and supporting attachments are subject to change.

Consent Agenda – All bolded items will be approved with the motion to approve the agenda.

A. Call to Order by Chairperson

B. Pledge of Allegiance

C. Roll Call

D. Corrections or Additions to the Consent Agenda

E. Reading of Cash Balances

F. Approval of the Board Minutes:

November 9, 2021 Regular Board Meeting

G. Communications:

H. Finance Reports/Claims and Accounts General Fund

Based on discussion at the Committee of the Whole meeting; which immediately proceeded this meeting, each action will be handled by motion or tabled for additional research as needed.

1. Approval of advance of \$5,000 from General Fund 101-000-084-297 to Veteran's Service Grant Fund 297-000-214-101 until funding comes in by December 2021 Approval
2. Review/approve request from Karee Barlow (Dispatch) to donate 16 hours of PTO to Gary Ranes (Dispatch) due to unforeseen circumstances
3. Approval of revised Apportionment Report from Pete Preston, reflecting the newly approved millage for gypsy moth

I. Committee Meetings

Committee of the Whole of November 9, 2021

Gladwin County Board of Appeals September 21, 2021

Gladwin City Council October 18, 2021

Budget Committee Minutes

J. Miscellaneous:

K. New Business:

Based on discussion at the Committee of the Whole meeting; which immediately proceeded this meeting, each action will be handled by motion or tabled for additional research as needed.

L. Chair Comments:

M. Board Member Comments/Report:

1. Kyle Grove, District 1: Township Meetings and Committee Meetings:
2. Ron Taylor, District 2: Township Meetings and Committee Meetings
3. Michael Szuch, District 3: Township Meetings and Committee Meetings:
4. Karen Moore, District 4: Township Meetings and Committee Meetings:
5. Rick Grove, District 5: Township Meetings and Committee Meetings:

N. Administration Reports

O. Public Comments

P. Receive and File

Q. Legal – Executive Session

R. Adjournment

Individuals with disabilities requiring auxiliary aids or service at the meeting should contact the Board of Commissioners' Office at (989) 426-4821



The Gladwin County Board of Commissioners met for a regular Board Meeting, on November 09, 2021. The meeting was called to order at 10:40 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was said, roll was called. Commissioner Rick Grove was excused, all other commissioners were present.

The Board reviewed the Consent Agenda

The Board reviewed the consent agenda. Motion made by Commissioner Kyle Grove to accept the agenda as written, seconded by Commissioner Ron Taylor, all in favor motion carried.

Cash balances were read by Commissioner Taylor. General Fund balance is \$45,7452.48 before payment of bills.

Communications

Finance

1. Commissioner Ron Taylor made a motion to approve the addition of line item 101-275-932 to the Drain Office budget for Gasoline in the amount of \$300, and \$500 to 101-275-756, Vehicle Repair and Maintenance, from the General Fund. The civil attorney will draft a policy to cover Vehicle Use, Gas and Expenses. Seconded by Commissioner Kyle Grove; further conversation was had on the policy creation. All in favor, motion carried.
2. Commissioner Ron Taylor made a motion to approve the transfer of \$1500 from line item 101-136-715, Recovery Court Expense, to line item 136-705-000, Court Recorder Salary to cover Linda Hawkins wages through the end of 2021. Seconded by Commissioner Kyle Grove; all in favor, motion carried.
3. Commissioner Ron Taylor made a motion to allow Friend of the Court employee, Christina Stickler, to attend Court Recorder school in January 2022. Registration fee of \$140 to be paid with the county credit card by Dec 20, 2021, from line 101-148-801.000. Seconded by Commissioner Michael Szuch; all in favor, motion carried.
4. Commissioner Kyle Grove made a motion to approve the MSU Extension Agreement for 2022. Seconded by Commissioner Ron Taylor. Further conversation on the funding of MSU was had. All in favor, motion carried.
5. Commissioner Ron Taylor made a motion to approve the payment of 2020 delinquent taxes on county-owned property to Gladwin County to be appropriated from unallocated funds to the general fund, in the amount \$11,300 Seconded by Commissioner Kyle Grove; Additional conversation was had on county owned properties. All in favor, motion carried.
6. A motion was made by Commissioner Ron Taylor to pay unpaid taxes in the amount of \$11,227 from the general fund. Seconded by Commissioner Kyle Grove. All in favor, motion carried.

Committee Meetings were approved with the approval of the Agenda.

Miscellaneous

New Business

1. Commissioner Kyle Grove made a motion to approve Equalization Form L-4029 to incorporate the Gypsy Moth Millage. Seconded by Commissioner Ron Taylor. Additional conversation on who will oversee the project. All in Favor, motion carried.

2. Commissioner Karen Moore made a motion to re-appoint Lisa Ashley to the MSHN Substance Use Disorder Oversight Policy Board. Seconded by Commissioner Ron Taylor; All in favor, motion carried.
3. Commissioner Kyle Grove made a motion to approve the recommendation of the Cost Containment Committee to accept MESA Cafeteria option plan as the County's Healthcare Provider for 2022. Seconded by Commissioner Ron Taylor; All in favor, motion carried.

Chairperson Comments

- Chairperson Moore spoke to address the following:
 - Council of Local Government went well; thank you Mark for presenting. We had a good discussion on the American Recovery Plan.
 - Gladwin County has very intelligent employees working here; people want to be heard and to be involved. She appreciates the process used by the County for insurance selection this year.

Board Comments

Commissioner Kyle Grove, District 1 –

- Nothing to report

Commissioner Ron Taylor, District 2 –

- 26th were the Board and COW meetings
- 27th Health Department Meeting, reviewed the annual report
- 1st was Gladwin City Meeting Festival of Lights Parade on Dec 4th
- 2nd and 4th, Budget meetings, and another tomorrow
- 5th met with Drain Commissioner and others at Chapel Damn
- Thursday at 11:00 a.m. is the Veterans parade and ceremony.

Commissioner Michael Szuch, District 3 –

- Attended several meetings on union negotiations, we have one on the 17th
- Cost Containment
- Bentley and Billings meetings last night
- Bourret and Grim today
- Has been having conversations with his townships on ARPA funding, thank was given to Administrator Justin for his work.
- Gypsy Moth millage questions were addressed, specifically to the millage language pertaining to the Cities of Beaverton & Gladwin.

Commissioner Moore, District 4 –

- MI Works hosted the ARPA presentation with some really good information
- Bob Balzer has resigned MI Works, they are looking for a replacement.
- Fire Board in Beaverton is looking to hire a new Fire Chief, currently have 11 qualified candidates.
- Attended the Insurance meetings and has had some good budget meetings.
- Mandate on Vaccine Requirements from the Federal Government were discussed, along with the legal challenges that are being presented.
- Thunder on the Strip is trying to expand to Clare County

Commissioner Rick Grove, District 5 – Excused

Administrators Report –

- Steps are done and the sidewalk is being poured.
- Health Care Plan is moving to open enrollment; Encourage your employees to come and hear their options.

Public Comment -

- Clerk Hulme and Treasure VanTiem discussed the apportionment status.

No other public comment.

Legal

- A motion was made by Commissioner Ron Taylor to approve the lease of the Pen property in Tobacco township for use of the Welcome Sign, and chair to sign Seconded by Commissioner Kyle Grove. All in Favor, motion carried

A motion was made by Commissioner Kyle Grove to adjourn, seconded by Commissioner Ron Taylor. All in favor, meeting adjourned at 11:46.

Karrie Hulme, County Clerk

Karen Moore, Chairperson



The Gladwin County Board of Commissioners met for the Committee of the Whole Meeting, on November 9, 2021. Chairperson Karen Moore called the meeting to order at 9:00 a.m. The Pledge of Allegiance was said. Commissioner Rick Grove was excused.

Public Comment

No public comments.

City Administrator Report – none

County Affairs

1. Equalization Form L-4029 to incorporate the Gypsy Moth Millage was already approved in a former meeting, we just need a signature.
2. Drain Commissioner Update – Drain Commissioner Walters shared the status of the drains across the county and the progress being made. They will be meeting with EGLE next Wednesday on the Burleson and Davison drains. The Davison drain has become an inter-county drain with over 500 parcels in Clare County; there will be a hearing in Clare tomorrow at 4:00 p.m. at VFW hall for discussion. The Curtis drain with Midland County is moving forward. Drain Commissioner Walters shared a map of Sage Townships high and low ground north of Pratt Lake. The Pratt Lake weir was taken out, Spicer is working with the road commission on all the permits. Senator Stamas visited on Friday.
3. Re-appointment of Lisa Ashley to the Mid-State Health Network (MSHN) Substance Use Disorder Oversight Policy Board– Lisa Ashley shared information on MSHN and the Substance Use Disorder Oversight Policy Board. Clerk Hulme shared information on the request from MSHN and the term of this position.
4. Recommendations for County Healthcare Provider – Cost Containment Committee Chair, Ronnie Bontumasi shared information on three health care insurance vendors that the committee were able to meet with. The Cost Containment Committee is recommending open enrollment with MESSA, offering cafeteria style and health savings account options, and continue to use General Agency for dental and vision coverage. Conversation was had on how long the county has used MESSA.
5. Faxing Issues in District Court – Magistrate Post shared some complications the District Court has been having with E-faxing. She is asking that District court go back to a hardline fax system. Conversation was had on communication with the service providers, and fax issues in other departments, as well as discussion on a data committee meeting.
6. #3 from Finance – Discussion on a transfer of \$1500 from Recovery Court line item 101-136-715 to Court Reporter Salary line item 136-705-000 for Linda Hawkins.

County Facilities and Transportation- none

Data – none

511 Council – none

Gladwin Parks and Recreation – none

Insurance - none

Memorial Restoration - none

MERS - none

Public Safety – none

Personnel

Finance

1. Additional Line Items to Drain Office Budget – Administrator Justin shared some information on a Vehicle that was sourced to the Drain Commissioners Office from the Sheriff's Office, and the need for funding to cover gas and repairs. Conversation was had on implementing a policy for this type of scenario.
2. Request for Christina Stickler to attend Court Recorder School was discussed.
3. Request from District Court discussed as #6 under County Affairs.
4. MSU Extension Agreement for 2022 – MSU Associate District Director Michelle Neff was available for questions. This is an annual renewal, with a slight increase to the budget to cover a secretary.
5. Payment to Gladwin County for delinquent taxes from 2020 – Treasurer, Christy VanTiem has found some unpaid taxes from 2022 properties that the county is responsible for, did not get paid. Discussion on which properties had unpaid taxes as well as statute on payment of taxes during a transfer of property. Further discussion was had on which line item(s) would be involved in the payment process.
6. Update on the Replacement of the Current Server – Administrator Justin shared some difficulties they are having communicating with the vendors. He and IT Right will continue seeking estimates from other vendors.

Report from Civil Attorney –

1. Sign Easement progress was discussed, one easement is ready to be filed, the other is in a trust with Penn, and they are requiring a lease instead of an easement.
2. Animal Shelter Ballot Language was presented to the attorney, the Equalization Board of Review will go over it at the next meeting.
3. Opioid Settlement – there is still no clarification on the flow of the money.
4. Road ROW behind Family Farm & Home and Bonham's – Mr. Faber made an enquiry into an undeveloped road right of way and was put in contact with the road engineer for direction on creating a driveway.

5. **Small Cell Wireless Facilities Ordinance** was discussed with the engineer, who didn't figure it was pressing.
6. **Union Negotiations Progress** – nothing to report. Will be scheduling meetings.

No additional discussion. Meeting closed at 10:28 a.m.

Karrie Hulme, Deputy Clerk

Karen Moore, Chairperson

GLADWIN COUNTY ZONING BOARD OF APPEALS

Gladwin County Commissioners Chambers
401 W. Cedar Ave.
Gladwin, MI 48624

Minutes of September 21, 2021

Chairperson Christie called the meeting to order at 1:00 P.M. and led in the Pledge of Allegiance.

Present: Chairperson Richard Christie, Commissioner Rick Grove, members Ron Brabon and Robert Schafer. Recording secretary Kim Donn and citizens listed on attached sign in sheet.

Absent: Justin Schneider, Zoning Administrator Justin schneider, excused.

Additions/corrections to Agenda: None.

Approval of Agenda: Motion by Member Schafer. Supported by Member Brabon. All ayes. Motion carried.

Approval of minutes of previous meeting: Motion by Member Brabon to approve minutes of January 19, 2021. Supported by Member Schafer. All ayes. Motion carried.

Announcements/correspondence: None.

Citizen comments on topics not on agenda: None.

Variance Requests:

a. File #Z21-1992

Keeley Carter
53079 Windham
Chesterfield MI 48051

Sherman Township, Section 20
5313 Dwight Gladwin
Lot 254, Grass Lake Sub #3

Requesting a variance to construct a 1 story unattached 18x26 garage 4 feet from the north side property line where a 10foot setback is required and 18feet from the rear property line where a 25foot setback is required.

Ms. Donn stated that 36 letters of notification were sent to surrounding property owners with 3 responses in favor.

Member Christie made a site visit claiming it's a small lot, tight space, minimal

garage.

Member Brabon stated the proposed garage is even with the back of the house.

Member Grove stated they should bring it forward, closer to the road, they have the room.

Member Schafer stated its an odd lot and sees no problem.

Member Grove stated its just a small lot, not odd. Its close to the house and the property line.

Discussion on request presented concerning closeness to property lines, alternate location, and size.

The ZBA, having considered the application, plat map, affidavit of mailing and photos, and having listened to statements of ZBA members and property owner find the following:

FINDINGS OF FACT UNDER THE CRITERIA FOR NON-USE VARIANCE (DIMENSIONAL VARIANCE) AS LISTED IN THE APPLICATION PACKET

1. Whether special conditions or circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures, or buildings in the same zone.

The ZBA finds that there are not special conditions or circumstances peculiar to the land, structure or building involved which are not applicable to other lands, structures, or buildings in the same zone. The lots are small not special.

Members Reid, Christie, Schafer, Brabon and Grove: unmet, (4). Met (0). This criteria is unmet.

2. Whether a literal interpretation of the provisions of the Gladwin County Zoning Ordinance would deprive the applicant of property rights commonly enjoyed by other properties in the same zone under the terms of the Gladwin County Zoning Ordinance.

The ZBA finds that a literal interpretation of the provisions of the Gladwin County Zoning Ordinance would not deprive the applicant of property rights commonly enjoyed by other properties in the same zone under the terms of the Gladwin County Zoning Ordinance. Not all in the area have garages and they could make it smaller.

Members Brabon, Grove, Schafer, and Christie, unmet, (4). met (0). This criteria

is unmet.

3. Whether special conditions or circumstances are a result of the actions of the applicant.

The ZBA finds that the conditions or circumstances are the fault of the property owner. The property owner has other ways/means to put the garage to meet the setbacks.

Members Schafer, Grove, Brabon and Christie: unmet. (4). met (0). This criteria is unmet.

4. Whether the authorizing of such variance will not be of substantial detriment to the neighboring property.

The ZBA finds that granting the variance request will not be of substantial detriment to the neighboring property. Member Grove stating it may be detrimental to others.

Members Christie, Schafer, Brabon, met, (3). Member Grove, unmet (1). This criteria is met.

5. That the authorizing of such variance will not be contrary to the spirit and purpose of the Gladwin County Zoning Ordinance.

The ZBA finds that granting the variance request will be contrary to the spirit and the purpose of the Gladwin County Zoning Ordinance, it is contrary, why we have setback requirements in place.

Members Brabon, Schafer, Grove and Christie: unmet. (4). Met (0). This, criteria is unmet.

Based on the finding of facts detailed above, Member Schafer made a motion to approve the variance request as submitted. Motion supported by Member Brabon. Ayes 0. Motion failed.

b. File #Z21-2003

Phillip Hillesheim
2188 Walter Rd.
Beaverton MI 48612

Hay Township, Section 36
2188 Walter Rd. Beaverton
Lots 29-30, Whitney Beach #1

Requesting a variance to construct a 30x40 unattached pole building 6feet from the south side property line where a 10foot setback is required.

Ms. Donn stated 15 letters of notification were sent to surrounding property

owner with 1 response in favor of the request.

Member Christie stated that he made a site visit and stated that the old garage is coming off and the new is practically in the same footprint, just slightly larger.

Member Grove stated that he is concerned with the location of the well and septic and Member Schafer asked if the flags were showing the location of the building.

Mr. Hilleshiem stated the septic is being moved and the drain field will be behind the garage. The flags are showing setbacks from the east.

Discussion on the location of the septic.

The ZBA, having considered the application, plat map, affidavit of mailing and photos, and having listened to statements of ZBA members and property owner find the following:

FINDINGS OF FACT UNDER THE CRITERIA FOR NON-USE VARIANCE (DIMENSIONAL VARIANCE) AS LISTED IN THE APPLICATION PACKET

1. Whether special conditions or circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zone.

The ZBA finds that there are special conditions or circumstances peculiar to the land, structure or building involved which are not applicable to other lands, structures or buildings in the same zone. Because the property already had a garage without an issue from neighbors.

Members Brabon, Christie, Schafer, Grove: met, (4). Unmet (0). This criteria is met.

2. Whether a literal interpretation of the provisions of the Gladwin County Zoning Ordinance would deprive the applicant of property rights commonly enjoyed by other properties in the same zone under the terms of the Gladwin County Zoning Ordinance.

The ZBA finds that a literal interpretation of the provisions of the Gladwin County Zoning Ordinance would deprive the applicant of property rights commonly enjoyed by other properties in the same zone under the terms of the Gladwin County Zoning Ordinance. Already had a garage in the same location with no issue.

Members Schafer, Grove and Christie, met, (4). Unmet (0). This criteria is met.

3. Whether special conditions or circumstances are a result of the actions of the applicant.

The ZBA finds that the conditions or circumstances are not the fault of the property owner. Would not be a bother to emergency vehicles. Member Brabon stated the applicant could make it smaller.

Members Schafer, Grove, Christie: met. (3). Brabon, unmet (1). This criteria is met.

4. Whether the authorizing of such variance will not be of substantial detriment to the neighboring property.

The ZBA finds that granting the variance request will not be of substantial detriment to the neighboring property, the new garage would be no closer to the property line than what he had originally and will be an upgrade.

Members Brabon, Schafer, Grove and Christie, met, (4). Unmet (0). This criteria is met.

5. That the authorizing of such variance will not be contrary to the spirit and purpose of the Gladwin County Zoning Ordinance.

The ZBA finds that granting the variance request will not be contrary to the spirit and the purpose of the Gladwin County Zoning Ordinance because the applicant followed procedure and is within the spirit of the Ordinance by following procedures as requested.

Members Schafer, Brabon, Grove and Christie: met. (4). Unmet (0). This criteria is met.

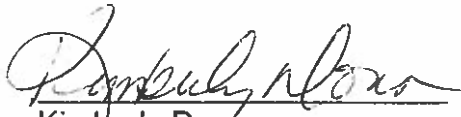
Based on the finding of facts detailed above, Member Brabon made a motion to approve the variance request as submitted. Motion supported by Member Schafer. Ayes 4, Nays 0. Variance granted effective immediately.

Old business: None.

New business: None.

Board/staff comments: Member Grove stated the criteria wording needs work, it is not very clear. Ms. Donn stated that the update of the Ordinance begins this winter, and the criteria is on the list.

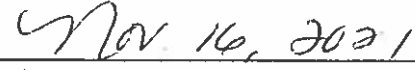
Adjournment: Motion by Member Grove to adjourn. Supported by Member Schafer. All ayes. Motion carried. Meeting adjourned at 1:45 P.M.



Kimberly Dorn
Secretary



Richard Christie
Zoning Board of Appeals Chairperson



Date

October 18, 2021

Gladwin, Michigan

The Regular Meeting of the Gladwin City Council was held in person at the Gladwin City Hall located at 1000 W. Cedar Ave in Gladwin Michigan. The meeting was called to order by Mayor Darlene Jungman at 5:00 p.m.

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

Absent: None

Staff Present: Marietta Andrist, Christopher Shannon

Others Present: Mayor Darlene Jungman, Commissioner Ron Taylor, Pastor Brad Withrow, Ben Seago, Josh Seago, Tami Seago

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

Approval of Minutes. Motion by Council Member Kile, supported by Council Member Bodnar to approve the minutes of the Regular Council meeting on October 4, 2021 as corrected. All ayes. Motion carried.

Approval of Warrants. Motion by Council Member Caffrey, supported by Council Member Crawford to approve warrant #22-010 in the amount of sixty-six thousand seven hundred forty-four dollars and seventy-three cents (\$66,744.73), payroll ending 10/03/2021 in the amount of thirty-two thousand five hundred sixty-five dollars and seventy-seven cents. (\$32,565.77) All ayes. Motion carried.

Hearing of Delegations: County Commissioner Ron Taylor stated the work on the front steps of the court house has begun and reminded everyone of the gypsy moth proposal on the November 2, 2021 ballot.

Establish Agenda: Motion by Council Member Kile, supported by Council Member Gardner to approve the agenda as presented. All ayes. Motion carried.

Consent Agenda: Motion by Council Member Gardner, supported by Council Member Caffrey to approve the consent agenda as follows: a. Communications i. Consumer Energy Company Case No. U-21131 ii. Council on Local Government b. Meetings: i. GCHC Meeting Minutes-September 14,2021 ii. Gladwin Rural Urban Fire Protection District Meeting Minutes-October 6,2021. All Ayes. Motion Carried.

Public Comment: None

Old Business: None

New Business:

- a. Ben Seago-AMP Mosquito Year End Report-Ben Seago from AMP Mosquito Control gave the year end report. There were only seven (7) calls from residents this year. Three calls came from a gentleman on Spring St. He filed a complaint, he stated when the spraying took place in the evening, he had fans in his window drawing in air and the spray was sucked into his home. He filed a complaint with poison control and the Federal Government. Everything has been resolved. All AMP products are all approved for use. There were forty-one (41) of seventy-five (75) tested sites that were treated. This year came in under budget by thirty-two hundred dollars (\$3200.00). The cost coming in cheaper allowed for more effort in the park/ campground. This was one area that has received a lot of complaint for mosquitos in past years. Information only. No vote required.

- b. Res-Special Assessment for Weed Control. Motion by Council Member Caffrey and supported by Council Member Bodnar to approve the resolution.

Roll Call Vote:

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

Motion Carried.

**RESOLUTION
SPECIAL ASSESSMENT FOR REMOVAL OF WEEDS**

WHEREAS, the City of Gladwin has attempted without success to collect certain delinquent accounts receivable for removal of noxious weeds per Ordinance 290 and

WHEREAS, section 94.38 of the Code of Ordinances of the City of Gladwin provides that such delinquent accounts shall be returned to the Assessor of the City, and the same, together with the interest at the rate of 6% per annum, shall be placed upon the tax roll next in course of preparation as a charge against the property upon which such order was carried out, and the same shall become a lien upon the land and shall be assessed and collected in the same manner as a special assessment of the City, and

WHEREAS, a Special Assessment to the tax roll is necessary to place this delinquent account receivable on the City tax roll;

NOW, THEREFORE, BE IT RESOLVED, that the City Assessor is hereby authorized and instructed to spread upon the December 2021 tax roll, Special Assessments in the amounts indicated herein plus interest at 6% annum calculated to July 1, 2022:

<u>Parcel #</u>	<u>Owner</u>	<u>Address</u>	<u>Amount Owed</u>
170-070-003-001-00	Howard James & Amy Emeott	300 W Fourth St	\$75.00
170-080-073-007-00	Marilea Levine & Patsy Coker	208 N Erie St	<u>\$75.00</u>
Total due to be placed on taxes			\$150.00

The foregoing resolution was offered by Council Member _____, seconded by Council Member _____.

Roll Call Vote:

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

Resolution declared adopted this 18th day of October 2021.

Marietta Andrist, City Clerk

CERTIFICATE

I, Marietta Andrist, 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 October 18, 2021 at 5:00 PM.

Marietta Andrist, City Clerk

- c. Approval-Michigan AgriBusiness Solutions Invoice. City Administrator Christopher Shannon stated this was an annual invoice for slug removal. Motion by Council Member Smith, supported Council Member Gardner to approve the payment of the invoice. All Ayes. Motion carried.
- d. Approval-Hotel Bar Street Party Street Closure Request. Hotel Bar requested a street closure for South Antler Street from Cedar Ave to the back of their rear parking lot at the Hotel Bar. The request is for Friday, November 19, 2021 till Sunday, November 21, 2021. Motion by Council Member Caffrey, supported by Council Member Crawford to approve the closure. All ayes. Motion carried

Mayor Comments: The City is really looking great. Everyone loves the veteran's banners. Please take the time to walk in town and look at the banners. When Ken Roberts asked to do this, I thought it was great way to show support for our veterans.

Council Member Comments: Council Member Winarski commented the veteran's banners turned out so much better than she had hoped. Whoever did the work on the pictures were able to make them clear. They look very nice. Scott Hawblitzel was the one who worked on those and I want to give a bid shout out to him for his work. He did a beautiful job. Council Member Kile thanked Pastor Brad for his prayers. Wish there could be something done with the weeds in the sidewalks and other areas. The City does look beautiful. Thanked the business professionals for the scare crows and decorations in town. Council Member Bodnar thanked Chief of Police Eric Killian for taking care of the blight for the house on Erie Street. Council Member Smith commented on the new City entrance signs, the one by the water tower is a nice location and reminded everyone of the Committee of the Whole (COW) meeting this coming Thursday at five o'clock. Council Member Caffrey commented the trees at the airport are now all down. Will have a final invoice. You may notice some logs sitting there still, but those are being taken by the company who cut down the trees. Council Member Crawford stated he may not be at the COW meeting. He is having cataract surgery that morning. Depends on how he feels. Council Member Darlington asked the City Administrator Christopher Shannon is he wanted to update the Council on the upcoming meetings for the Planning Commission. City Administrator Christopher Shannon commented there is a joint meeting coming up with the Planning Commission, Zoning Board of Appeals (ZBA) and the full Council on the Tuesday, the 26th. This will start the process with updating the zoning ordinances. There was discussion on the next date for the COW meeting. The consensus was to have a COW meeting on October 21, 2021.

Administration Reports/ Comments: City Clerk Andrist spoke on the up coming election. City Administrator Christopher Shannon spoke on the invoice from DLD, which is the company who handle the waste from the Household Hazardous Waste Day. The invoice broke down the cost, based on the waste type. The total cost was twelve thousand four hundred and eleven dollars (\$12,411.00). The cost does not include the batteries or tires. We had two hundred and sixty-three (263) cars come through to dispose items. We are starting to track things for this event. Next year we will go a step further and find out what area they are coming from. City Administrator Christopher Shannon stated, at your place you have what I am calling, my prosperity roadmap. MML convened a coalition and put together recommendations on how the State is going to roll out its ARPA money. What MML is hoping municipalities will use their funds to match what the State could provide. We are a Redevelopment Ready Community, which allows us to apply for grant through the MEDC. There is a Match on Main grant available to two (2) business applicants and they can be awarded up to twenty-five thousand (\$25,000.00). I am working with our local EDC on this. Also wanted to talk about Christmas Lights. I spoke with the DDA chair and the DPW supervisor. The DDA chair did not want to take this to the DDA, thought the quote was way too expensive. DPW Supervisor Tom Molski stated the DPW employees can put up more lights, it is already charged to the DDA for their time. The consensus was to use the DPW this year. Council Member Winarski stated I do agree with Lori Stout, there should be more lights. There does need to be a plan for this. I know we need to have a group in charge and someone to organize it. Council Member Kile asked for someone to respond to Lori Stout and also inquired when the DDA meetings was. City Administrator Christopher Shannon stated they are schedule as needed. There is a meeting schedule for November 10, 2021 at city hall at 5:15p.m., due to a façade grant. Marietta and I have been discussing your timesheet. There are no other organization that is paid on something that has

not occurred. It is best to only claim meetings that have already occurred. Discussion took place. A decision to put all payable meetings down for the month, and be compensated for those the first pay of the following month. Sign lighting. It is being analyzed and what it would cost to add lighting with solar. The water tower sight does have electric power available. Also wanted to make you aware Huntington Bank is having a lot of problems with their conversion. There is a potential that people may not get their payroll. We are working on it as hard as we can. Consumer Energy is working in town to replace old gas lines. Communications were sent out to residents. I have Linda Winarski's that was sent to her home here and it does state what they will be doing. They are doing approximately one hundred and fifty replacements. Some people at the front end of this project were not getting this communication.

Council Member Kile commented there was four hundred and nine pounds of pharmaceutical waste on the invoice from LDL. That is four hundred and nine pounds of opportunities lost for kinds to touch.

Motion by Council Member Kile, supported by Council Member Bodnar to adjourn. All ayes. Motion Carried.

Meeting ended at 6:11p.m.

Mayor Darlene Jungman

Marietta Andrist, City Clerk

Budget Committee Minutes

October 18, 2021

Present: Karen Moore, Ron Taylor, Christy VanTiem, Mark Justin

Actions:

- Preliminary review of overall budget
- Discussion of which department heads will be needed to attend next review session
 - Zoning
 - Emergency Management
 - Courts
 - County Clerk
 - Equalization
 - Jail
 - Sheriff
 - Prosecutor
 - Register of Deeds
 - Building/Grounds
 - Construction Codes
- No further action taken, adjourned until 11/2/2021

Budget Committee Minutes

November 2, 2021

Present: Karen Moore, Ron Taylor, Christy VanTiem, Mark Justin

Additional: Justin Schneider, Bob North, Karrie Hulme, Mark Toaz, Pete Preston, Ray Hartwell, Michael Shea, Mathew McGourty, Aaron Miller, Ann Clayton, Rick Ghent

Actions:

- Sheriff Department session
 - Wages drive most of overage
 - Move Goss out of deputy line and into SRP line
 - Need to add to equipment maintenance \$6,500
 - Table rest of conversation until 11/4 where we can dedicate more time
- Construction Codes
 - Revenue from township zoning line is correct
 - Delete \$450 from telephone line and move to travel line
 - Make revenue change from \$64,000 to \$53,000
 - Make expense reduction of 30%
- Emergency Manager
 - Add performance grant of \$21,856
 - Discussion of disaster pay, why are deputies being paid for this?
 - Make adjustment to take this out of EM budget and move to jail/sheriff
 - Increase phone line by \$700
- Courts
 - Reschedule until 11/4 in order to dedicate more time
- Clerk
 - Attorney fee revenue number of \$15k is correct due to state reimbursement being reduced
 - Add \$650 to election canvassers
- Prosecutor
 - Civil attorney reimbursement increase to \$67,800 and reflect in revenue line
 - Plea for wage increase
- Register of Deeds
 - Plea for wage increase
 - Wants longevity bonus added in
- Building & Grounds
 - Increase overtime line by \$4k
 - Capital outlay to include

- County building parking lot
- Jail roof
- County building roof
- New sinks and fountains in county building
- Tower reimbursement revenue to include:
 - Road Commission
 - City/County Transit
 - ISP
- Equalization
 - 3.3% increase contract, offset in revenue
 - Two new townships (Butman and Billings) coming on board for 2022
 - Proposal to handle additional staffing with Pete's company, increase of \$19k

Budget Committee Minutes

November 4, 2021

Present: Karen Moore, Ron Taylor, Christy VanTiem, Mark Justin

Additional: Ray Hartwell, Mark Toaz, Matt McGourty

Actions:

- Sheriff/Jail session
 - Need to put two additional patrol vehicles into budget, +/- \$100k
 - Will be partially if not totally grant funded
 - Discussion of court security issues between prosecutor and judges
 - Move bailiffs to courthouse security
 - Discussion of how to fund a new jail (Wexford and Isabella counties)
 - Create line for MDIC grant of \$79k
 - Make correction to PTO payout of \$5.2k
 - Add \$5k to sheriff and dispatch budgets
 - Add \$40k to jail utilities line
 - Add \$65k to jail building maintenance line
 - Add \$10k to repair cameras in jail
 - Request to add telephone stipend for all corrections/sheriff employees due to heavy personal cell phone use while on the job. Chair Moore brought up the idea of adding a second line to existing phones, which has a lower cost
- Courts
 - Costs that are split between Clare and Gladwin
 - F.O.C.
 - Court Administrator
 - Judges Mienk and Evans' Schedulers
 - Increase visiting judge line to \$3.5k
 - Proposal to move Brenda Schmidt from PT to FT status +/- \$30 increase to budget
 - Need to at \$7.5k for probate courtroom furniture

Budget Committee Minutes

November 10, 2021

Present: Karen Moore, Ron Taylor, Christy VanTiem, Karrie Hulme, Mark Justin

Additional: Karrie Hulme

Actions:

- Review budget in current state
- Discussion of union court employees and appropriate steps in non-contract year
 - Union court employees ½% step per contract
 - 80% = \$14.97
 - 85% = \$15.90 at 6 months
 - 90% = \$16,84 at 1 year
 - 95% = 17.77 at 18 months
 - 100% = \$18.71 at 2 years
 - Verify that court employees are in 2022 budget at appropriate contractual steps
- Discussion of Commissioner's Administrative Assistant role and compensation