

June 11, 2018

Mayor Jenkins opened the regular meeting of the Gaylord City Council with prayer by Council Member Wishart at 7:00pm on Monday, June 11, 2018, in the City Council Chambers, located in the Gaylord City Hall, 305 East Main Street, Gaylord, Michigan. The Pledge of Allegiance followed the invocation.

Members Present: Sharrard, Johnson, Jenkins, Wishart, Hartz, Ouellette, and Witt.

Members Absent: None.

Motion by Hartz, supported by Ouellette to dispense with the reading of the minutes from the May 23rd Budget Work Session and the May 29th meeting and accept them as presented with one change to the May 29th minutes. Under the Motion for the Big Ticket Festival the Ayes were Witt, Ouellette, Hartz, Jenkins, Johnson and Wishart. Nays were Sharrard.

A Public Hearing for the 2018/19 Special Assessment Roll and Levy for Police and Fire Services was opened at 7:01pm. Three comments were received from the public.

A Public Hearing for the 2018/19 Annual Budget and Millage Levies was opened at 7:19pm. One comment was received from the public.

Dona Wishart, Executive Director of the OCCOA, updated the council on their Technology and Aging Program.

Both Public Hearings were closed at 7:53pm.

Motion by Wishart, supported by Ouellette to make the following increases to the water and waste water fees for the 2018/2019 Fiscal Year:

\$0.10 per 100 cubic feet for water
\$0.25 per 100 cubic feet for sewer

Ayes: Unanimous. Motion carried.

Motion by Sharrard, supported by Hartz to support the following resolution for the Special Assessment Levy for the fiscal year July 1, 2018 to June 30, 2019:

The Gaylord City Council having held a public hearing on June 11th, 2018, on the question of the annual amount of the special assessment for police and fire protection, the estimated costs and expenses of police and fire protection, and the special assessment roll, and having duly considered the matter including the amount of the annual special assessment for the fiscal year

2018-2019, and having heard any objections that were offered and having considered the matter further,

NOW THEREFORE, IT IS HEREBY RESOLVED that the amount of the special assessment for the fiscal year 2018-2019 shall be 3.000 mils of the taxable value of each parcel subject to the special assessment, and the special assessment roll as presented at said public hearing is hereby approved.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Ouellette, to adopt the 2018/19 Budget and Millage Levy as follows:

REVENUES

101	General Fund	\$3,601,919
202	Major Street Fund	435,500
203	Local Street Fund	212,500
204	Municipal Street Fund	1,301,300
302	Industrial Park Debt Retirement Fund	87,897
310	WWT Debt Retirement #2 Fund	543,264
315	City Hall/DPW Debt Retirement Fund	239,500
494	Downtown Development TIF Fund	359,790
590	WWT Operations Fund	1,304,500
591	Water Operations Fund	716,000
661	Equipment Fund	540,800
711	Perpetual Care Fund	0
730	Sick Leave Fund	<u>0</u>
	TOTAL REVENUES	\$9,342,970

EXPENSES

101	General Fund	\$3,768,817
202	Major Street Fund	418,060
203	Local Street Fund	191,300

204	Municipal Street Fund	1,674,550
302	Industrial Park Debt Retirement Fund	87,897
305	WWT Debt Retirement #1 Fund	179,196
310	WWT Debt Retirement #2 Fund	587,725
315	City Hall/DPW Debt Retirement Fund	198,375
494	Downtown Development TIF Fund	330,680
590	WWT Operations Fund	1,077,234
591	Water Operations Fund	742,144
661	Equipment Fund	<u>514,610</u>
	TOTAL EXPENSES	\$9,770,588

And to approve a levy of 11.5869 mills for general operating purposes, .6000 mills for composting and curbside recycling purposes, 4.1513 mills for street/infrastructure improvements, 2.500 mills for WWT Debt Retirement purposes, 1.4000 for City Hall/DPW Capital Improvement Debt Retirement purposes, .8000 mills to aid in the purchase of a new fire truck and necessary equipment, and 1.8537 in the Downtown Development District; and,

Furthermore, the Gaylord City Council, for the fiscal year 2018-2019 does hereby set the amount of the special assessment heretofore imposed upon all properties within the special assessment district pursuant to MCL 41.801 in the amount of 3.000 mills of the taxable value of each parcel within the special assessment district as heretofore created. The purpose of the special assessment is to defray some or all of the cost of police or fire motor vehicles, apparatus, equipment and housing and the maintenance and operation of the city police and fire departments.

Ayes: Unanimous. Motion carried.

Motion by Sharrard, supported by Wishart, **BE IT RESOLVED**, that expenditures for the fiscal year beginning July 1, 2018, and ending June 30, 2019, are hereby appropriated as follows:

GENERAL FUND, 101

Fringe Benefits/General Expenditures	\$	19,500
City Council		31,350
City Manager		65,500
Accounting & Auditing		23,500

City Clerk	53,262	
Board of Review	2,350	
Administrative Supplies	40,000	
City Treasurer	43,928	
Assessor	131,500	
Elections	11,300	
City Hall & Grounds	50,000	
City Attorney	50,000	
Other City Property	146,676	
Cemetery Operations	101,132	
City Police Department	1,540,916	
Fire Services	62,783	
Department of Public Works	372,974	
Sidewalk Fund	39,961	
D.D.A. District	62,400	
Curbside Recycling	114,344	
Contributions to Other Funds, Streets and Debt Retirement	87,897	
Street Lighting	87,674	
Parking System	132,188	
Planning Commission	18,100	
Parks and Recreation	121,352	
Insurance and Bonds	16,500	
General Administration	85,234	
Health Insurance Premiums	24,000	
Promotional	232,496	
GENERAL FUND TOTAL, 101		\$ 3,768,817
MAJOR STREET FUND, 202		\$ 418,060

LOCAL STREET FUND, 203	\$	191,300
MUNICIPAL STREET FUND	\$	1,674,550
INDUSTRIAL PARK DEBT RETIREMENT FUND, 302	\$	87,897
WWT DEBT #1 DEBT RETIREMENT FUND, 305	\$	179,196
WWT DEBT #2 DEBT RETIREMENT FUND, 310	\$	587,725
CITY HALL/DPW DEBT RETIREMENT FUND, 315	\$	198,375
DOWNTOWN DEVELOPMENT TIF FUND, 494	\$	330,680
WWT OPERATIONS FUND, 590	\$	1,077,234
WATER OPERATIONS FUND, 591	\$	742,144
EQUIPMENT FUND, 661	\$	514,610

BE IT FURTHER RESOLVED that the revenues for the 2018/19 fiscal year are estimated as follows:

GENERAL FUND, 101

Property Taxes – 11.5869 Mills	\$	2,123,500
Property Taxes – 0.6 Mills for Composting/Curbside Recycling		103,000
Special Assessment Levy – 3.00-Mill, Police and Fire Services		447,000
Fire Board Millage		137,250
State Revenues		507,919
Licenses & Permits		8,000
Interest		9,000
Other Revenue		25,000
Franchise Fees		70,000
Transfers f/Other Funds		72,500
Royalties		2,300
Cemetery Operations		16,500
City Police Department		46,500
DDA District		31,200

Parking System		2,250	
Accumulated Surplus from Prior Years		<u>166,898</u>	
			\$ 3,768,817
TOTAL			
MAJOR STREET, 202			
Revenues	\$	435,500	
Contributions From Other Sources		0	
Estimated Surplus Over Expenditures		<u>(17,440)</u>	
			\$ 418,060
TOTAL			
LOCAL STREET, 203			
Revenues	\$	132,500	
Contributions From Other Sources		80,000	
Estimated Surplus Over Expenditures		<u>(21,200)</u>	
			\$ 191,300
TOTAL			
MUNICIPAL STREET FUND, 204			
Property Taxes – 4.1513 Mills	\$	712,500	
County Road Millage		172,000	
Federal Revenue		356,800	
Contributions From Other Sources		60,000	
Accumulated Surplus from Prior Years		213,032	
Waste Water Capital Fees		99,500	
Water Capital Fees		<u>60,718</u>	
			\$ 1,674,550
TOTAL			
INDUSTRIAL PARK DEBT RETIREMENT FUND, 302			
Revenues	\$	0	
Contributions From Other Funds		87,897	
Estimated Surplus Over Expenditures		<u>0</u>	

TOTAL \$ **87,897**

WWT DEBT#1 DEBT RETIREMENT FUND, 305

Revenues \$

Accumulated Surplus from Prior Years 179,196

TOTAL \$ **179,196**

WWT DEBT #2 DEBT RETIREMENT FUND, 310

Property Taxes – 2.5000 Mills \$ 429,300

Revenues 113,964

Accumulated Surplus from Prior Years 44,461

TOTAL \$ **587,725**

CITY HALL/DPW DEBT RETIREMENT FUND, 315

Property Taxes – 1.4000 Mills \$ 239,500

Revenues 0

Estimated Surplus Over Expenditures (41,125)

TOTAL \$ **198,375**

DOWNTOWN DEVELOPMENT TIF FUND, 494

Property Taxes, TIF Capture \$ 146,750

Property Taxes, 1.8537 Mills 33,750

Private Contributions 63,600

Federal Revenue 80,675

Revenues 38,115

Estimated Surplus Over Expenditures (32,210)

TOTAL \$ **330,680**

WWT OPERATIONS FUND, 590

Revenues \$ 1,085,500

Estimated Surplus Over Expenditures (8,266)

TOTAL \$ **1,077,234**

WATER OPERATIONS FUND, 591

Revenues \$ 716,000

Accumulated Surplus from Prior Years 26,144

\$ 742,144

TOTAL

EQUIPMENT FUND, 661

Revenues \$ 540,800

Estimated Surplus Over Expenditures (26,190)

TOTAL \$ **514,610**

AND BE IT FURTHER RESOLVED that 11.5869 mills be levied on the taxable valuation for the purpose of paying the General Fund operating expenses for the 2018/19 fiscal year; and

BE IT FURTHER RESOLVED that 0.6000 mills be levied on the taxable valuation for the purpose of providing funds for composting and curbside recycling within the City of Gaylord; and

BE IT FURTHER RESOLVED that 4.1513 mills be levied on the taxable valuation for the purpose of providing funds for improvements to the streets and related infrastructure within the City of Gaylord; and

BE IT FURTHER RESOLVED that 2.5000 mills be levied on the taxable valuation for the purpose of meeting 1999 General Obligation Debt Fund requirements (Wastewater Treatment Plant Expansion Project) for the fiscal year; and

BE IT FURTHER RESOLVED that 1.4000 mills be levied on the taxable valuation for the purpose of meeting 2006 General Obligation Debt Fund requirements (City Hall/DPW Capital Improvement Construction Project) for the fiscal year; and

BE IT FURTHER RESOLVED that 0.8000 mills be levied on the taxable valuation for the purpose of providing funds to the Otsego County Fire Board for purchase of a new fire truck and related equipment; and

BE IT FURTHER RESOLVED that 1.8537 mills be levied on the taxable valuation in the Downtown Development District for the purpose of paying Downtown Development Administration expenses for the fiscal year; and

BE IT FURTHER RESOLVED that the amount of the special assessment heretofore imposed upon all properties within the special assessment district pursuant to MCL 41.801 for the fiscal year 2018-2019 shall be in the amount of 3.000 mills of the taxable value of each parcel within the special assessment district as heretofore created.

BE IT FURTHER RESOLVED that the City Treasurer is hereby authorized to collect 11.5869 mills for general operation purposes; .6000 mills for composting and curbside recycling purposes; 4.1513 mills for street and infrastructure improvements; 2.5000 mills and 1.4000 mills for debt retirement purposes, .8000 mills for fire truck purchase, 1.8537 mills be collected on the taxable valuation in the Downtown Development District for administration purposes, and a Special Assessment equal to 3.000 mills of taxable value of each parcel subject to the Special Assessment be levied for the purpose of defraying some or all of the cost of police or fire motor vehicles, apparatus, equipment and housing and the maintenance and operation of the City Police and Fire departments.

BE IT FURTHER RESOLVED that the City Manager and City Clerk are hereby authorized to make budgetary transfers within the appropriations established in this budget, and that all transfers between appropriations may be made only by further action of the Gaylord City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Sharrard approve the first reading of the Sidewalk Café Ordinance with the following changes:

Under Section 4, subsection (e): add Applicate must appear before City Council when application is presented.

Under Section 5, subsection (d): remove paint as an appropriate temporary marking.

Ayes: Unanimous. Motion carried.

Motion by Wishart, supported by Hartz to approve the Eileen Tussey to the DDA Board of Directors.

Ayes: Unanimous. Motion carried.

Motion by Wishart, supported by Johnson to approve the Outdoor Café Permit for the Sugar Bowl at 216 W Main Street, with the condition that at least 40 inches is left available for pedestrian traffic.

Ayes: Unanimous. Motion carried.

Motion by Sharrard, supported by Hartz to approve the Outdoor Café Permit for the Snowbelt Brewery at 132 W Main Street, with the condition that at least 40 inches is left available for pedestrian traffic.

Ayes: Unanimous. Motion carried.

Motion by Witt, supported by Sharrard to approve the road closures for Alpenfest with the change from an additional 150' closure of N. Court to approximately 100' feet of angled closure as determined by the DPW Superintendent, Ed Tholl.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Sharrard to approve the following expenditures in the amount of \$198,857.05:

ADVANCE ELECTRIC INC.	DDA/PARKS	386.95
AIRGAS USA LLC	DPW	68.00
AMERICAN WASTE INC.	SPRING CLEAN UP	17,100.00
AMERICAN WASTE INC.	CITY HALL SANITATION	81.00
CENTRAL LAKE ARMOR EXPRESS	VESTS FOR NEW OFFICERS	1,324.41
BILL MARSH GAYLORD	MOTOR POOL	34.63
BIOTECH AGRONOMICS, INC.	SLUDGE HAULING	46,908.00
BUILDERS FIRST SOURCE	DPW	42.23
C2AE	DOWNTOWN PROJECT	1,633.30
C2AE	DICKERSON ROAD	15,661.43
C2AE	2018 STREETS PROJECT	2,465.38
C2AE	GAYLORD FILL STATION	830.00
C2AE	GENERAL ENGINEERING SERVICES	494.60
CANTOOLA	WWTP/DPW	255.65
CAPITAL TIRE INC - MICHIGAN	PD VEHICLES	773.29
CHARTER	DPW	134.55
CHARTER	CITY HALL	104.45
CITY OF GAYLORD	DDA RESTROOMS	85.90
CITY OF GAYLORD	CLAUDE SHANNON	58.85
CITY OF GAYLORD	CITY HALL	49.08
CITY OF GAYLORD	DOUMAS PARK	85.90
CITY OF GAYLORD	FREEL PARK	85.90
CITY OF GAYLORD	HALE PARK	58.85
CITY OF GAYLORD	DPW	58.46
COMMERCIAL CONTROL SYSTEMS	CITY HALL MAINTENANCE	610.20
CONSUMERS ENERGY	DICKERSON ROAD LIFT	121.62
CONSUMERS ENERGY	EDELWEISS IRRIGATION/LIGHTING	152.32
CONSUMERS ENERGY	STREET LIGHTS	121.33
CONSUMERS ENERGY	STREET LIGHTS	285.23
CONSUMERS ENERGY	WWTP	10,397.06
CONSUMERS ENERGY	WATER DEPT BLDG	26.81
CONSUMERS ENERGY	HALE PARK	35.66
CONSUMERS ENERGY	STREET LIGHTS	442.96
CONSUMERS ENERGY	PAVILION	278.49
CONSUMERS ENERGY	STREET LIGHTS	85.67
CONSUMERS ENERGY	DOUMAS PARK	24.13
CONSUMERS ENERGY	DOUMAS PARK	129.59

CONSUMERS ENERGY	CITY HALL	2,237.01
CONSUMERS ENERGY	FREEL PARK	147.38
CONSUMERS ENERGY	N OTSEGO WATER WELL	1,387.27
CONSUMERS ENERGY	CEMETERY	24.13
CONSUMERS ENERGY	CEMETERY	26.14
CONSUMERS ENERGY	N HAZEL WATER WELL	718.75
CONSUMERS ENERGY	WATER TOWER	39.14
CONSUMERS ENERGY	DPW	350.33
CONSUMERS ENERGY	N OHIO WATER WELL	1,177.66
CONSUMERS ENERGY	COMMERCE LIFT STATION	75.35
CONSUMERS ENERGY	MILBOCKER LIFT STATION	161.78
CONSUMERS ENERGY	DICKERSON WATER WELL	1,866.42
CONSUMERS ENERGY	INDUSTRIAL PARK ENTRANCE	35.64
CONSUMERS ENERGY	WATER TOWER	28.76
CROSSROADS	ASSESSING MAILING	934.55
CUMMINS BRIDGEWAY LLC	MCVANNEL PUMP STATION	428.50
RANDY CURTIS	CITY HALL MAINTENANCE	675.00
DTE	WWTP	38.65
DTE	WWTP	62.22
DTE	WWTP	36.09
DTE	WWTP	32.27
DTE	WATER DEPT BLDG	35.46
DTE	PAVILION	32.27
DTE	DPW	117.05
DTE	N OHIO WATER WELL	35.46
DTE	CITY HALL	63.50
DTE	MEIJER LIFT STATION	34.87
DTE	MCVANNEL LIFT STATION	34.18
DUNN'S OFFICE SUPPLY & MACHINE	CITY HALL/PD/DPW/DDA	1,679.27
EJ USA INC	WATER/WWTP SUPPLIES	881.57
ELLSWORTH FARMERS EXCHANGE	ELK PARK	1,675.70
ETNA SUPPLY COMPANY	WATER DEPT	347.20
FIRST NATIONAL BANKCARD	PD/ASSESSING	1,047.92
FIRST NATIONAL BANKCARD	MANAGER/WATER/PD/CITY HALL	727.85
FOSTER SWIFT	TAX ATTORNEY TRIBUNAL	440.00
FRONTIER	LIFT TELEPHONE	36.62
FRONTIER	DPW TELEPHONE	75.43
FRONTIER	CITY HALL TELEPHONE	435.42
FRONTIER	LIFT TELEPHONE	414.38
GILL-ROY'S COMPLETE HARDWARE	PD/WATER/WWTP/PARKS/DPW	524.65

GREAT LAKES ENERGY	M32 W LIFT	288.00
GREAT LAKES ENERGY	OTSEGO AVE S LIFT	177.00
GREAT LAKES ENERGY	M32 E HIDDEN VALLEY LIFT	223.00
GREAT LAKES ENERGY	STREET LIGHTS	10.58
GREAT LAKES ENERGY	STRR	549.00
GREAT LAKES ENERGY	COTTONTAIL LIFT	97.46
GREAT LAKES ENERGY	COTTONTAIL LIGHTS/IRRIGATION	170.34
GREAT LAKES ENERGY	M32 E WOODS CABINS LIFT	124.21
GREAT LAKES ENERGY	MEIJER LIFT STATION	194.56
GREAT LAKES ENERGY	M32 MEIJER SIGNAL LIGHT	73.38
GREAT LAKES PIPE & SUPPLY	WWTP	67.88
GROUP 31 SUPPLY	DPW	75.88
HAGGARD'S INC.	CITY HALL MAINTENANCE	360.00
DOUG HAND	SEWER BACKUP - 331 E FOURTH STREET	1,685.00
HESCO	WATER REPAIRS	5,683.16
TRAVIS HEWITT	CITY HALL MAINTENANCE	675.00
HOME DEPOT CREDIT SERVICES	PARKS/SIGNS	500.49
HURON VALLEY GUNS	PD UNIFORMS	230.50
I-2000 INC.	DPW INTERNET	59.90
INDUSTRIAL MARKETING	MOTOR POOL	598.66
JIM'S ALPINE AUTOMOTIVE	MOTOR POOL	53.37
JOHN DEERE	NEW LOADER	2,552.28
KIRKPATRICK DUBOIS & SLOUGH	CITY ATTORNEY	3,840.00
KOORSEN FIRE & SECURITY	DPW ANNUAL FIRE INSPECTION	963.01
FLOYD KOSCIELNIAK	ELK CARE	1,147.50
LAPPAN'S OF GAYLORD INC.	MOTOR POOL	576.84
LAWSON PRODUCTS, INC.	MOTOR POOL	35.46
LISTVAN INC	DOUMAS PARK	110.00
LOWE'S	DDA/DPW/WATER/WWTP	763.80
MEEKHOF TIRE SALES AND SERVICE	PD VEHICLE	72.00
METTLER-TOLEDO INC	WWTP	458.77
MEYER ACE HARDWARE	PARKS	59.96
MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	2,350.00
MWEA	MEMBERSHIP - KNOPP	70.00
NORTHERN ENERGY INC	MOTOR POOL	1,154.06
NORTHERN PUMP SERVICE INC	HOIST INSPECTION	280.00
P.K. CONTRACTING INC.	PARKING LOT STRIPING	9,677.70
PRODUCTIVITY PLUS ACCOUNT	MOTOR POOL	462.79
PROFESSIONAL ID CARDS	PD UNIFORMS	16.40
PROTEC	ANNUAL MEMBERSHIP	455.63
EASYPERMIT POSTAGE	POSTAGE	637.00

JIM SALO	OSCAR LARSON SPRINKLER	250.00
JIM SALO	NEW INDUSTRIAL SPRINKLER	350.00
JIM SALO	OLD INDUSTRIAL SPRINKLER	45.00
JIM SALO	DDA RESTROOMS	135.00
JIM SALO	CITY HALL SPRINKLERS	450.00
JIM SALO	CLAUDE SHANNON SPRINKLERS	145.00
JIM SALO	FREEL PARK SPRINKLERS	270.00
JIM SALO	DOUMAS PARK SPRINKLERS	160.00
JIM SALO	EDELWEISS PARKWAY SPRINKLERS	175.00
JIM SALO	CITY SIGNS SPRINKLERS	190.00
JIM SALO	CEMETERY SPRINKLERS	2,450.00
JIM SALO	HALE PARK SPRINKLERS	1,050.00
SHERWIN WILLIAMS CO	TENNIS COURTS	150.28
SIX K'S LAWN SERVICE	ELK CARE	270.00
SLC METER SERVICE LLC	NEW METERS	3,851.71
SOS ANALYTICAL	WWTP	172.00
SPARR MALL	CHAINSAW REPAIR	25.89
SPARTAN SEWER	ASPEN PARK	205.00
SQUEAKY CLEAN	CITY HALL MAINTENANCE	545.00
SOM - MDOT	DOWNTOWN PROJECT	21,170.36
SURE STOP AUTO AND TRUCK	MOTOR POOL	377.01
TED FESTERLING LLC	PELICAN PARTS	1,145.00
TENURGY	UTILITY SAVINGS	47.08
TRUCK & TRAILER SPECIALTIES	MOTOR POOL	98.61
UCMAN	CITY HALL INTERNET	59.95
UNIFIRST CORPORATION	CITY HALL/PD/DPW	583.10
UNIQUE PAVING MATERIALS	COLD PATCH	975.44
USA BLUEBOOK	WWATP	1,045.30
VERIZON WIRELESS	PD MONITORING	154.10
VERIZON WIRELESS	HYDRANT MONITORING	120.03
WADE-TRIM	WATER CONSULTING	300.00
WASH-N-GO MANAGEMENT INC	PD VEHICLES	50.00
JIM WERNIG INC.	MOTOR POOL	3,199.25
WILBER AUTOMOTIVE SUPPLY INC.	MOTOR POOL	447.65

Ayes: Unanimous. Motion carried.

No other business was presented and the meeting was adjourned at 8:57pm.

Kimberly Awrey, City Clerk

John Jenkins, Mayor