

November 9, 2020

Mayor Wishart opened the regular meeting of the Gaylord City Council with a prayer by Council Member Ouellette at 7:00pm on Monday November 9, 2020, 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: Wishart, Hartz, Ouellette, Witt and Sides

Members Absent: Sharrard and Awrey.

Motion by Hartz, supported by Witt to dispense with the reading of the minutes from the October 26, 2020 meeting and accept them as presented.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Witt to excuse Council Members Sharrard and Awrey from tonight's meeting.

Ayes: Unanimous. Motion carried.

Motion by Ouellette, supported by Witt to approve the purchase of Gift Cards for all full time employees for the holiday season.

Ayes: Unanimous. Motion carried.

Public Comment: Michelle Hicks of 5353 Golfview Lane, recently had an issue with her dog ingesting marijuana on the trail in Aspen Park. She felt more public awareness is necessary of the harmful consequences if a dog or even child ingests marijuana. A public service note/signage will be placed at the kiosk so citizens who use the trail are aware and to keep close eye on their children and dogs.

Motion by Sides, supported by Witt to approve the alley usage by Alpine Chocolate Haus, November 25, 2020 to December 7, 2020.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Witt to accept the resignation of City Manager, Joe Duff.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Ouellette to accept the Approval of Resolution 2020-16 appointing Kimberly Awrey as City Manager and Approving Employment Contract Effective January 1, 2021.

The following Preamble and Resolution was offered by Hartz and supported by Ouellette:

WHEREAS Joseph Duff has announced his retirement from his position as City Manager effective December 31, 2020 and has provided the city with written notice of his intention to retire;

AND FURTHER, that Joseph Duff intends to utilize his unused vacation time during the month of December 2020, during which time he will be unavailable to act as City Manager;

AND FURTHER, that Kimberly Awrey has served admirably as City Clerk since 2015 and Assistant City Manager since June 2019, and the City has been well satisfied with her job performance;

AND FURTHER that Awrey's executive experience, administrative experience, and training qualifies her for the position of City Manager;

AND FURTHER that the City desires to appoint and employ Awrey as City Manager, and that Awrey has agreed to accept that appointment and employment under the terms set forth in the attached Employment Contract;

AND FURTHER, that the City Council has reviewed the terms of the Employment Contract and agrees to employ Awrey on those terms;

AND FURTHER that the City may, under the City of Gaylord Charter, appoint Awrey as the acting City Manager during any period in which the current City Manager is unavailable to act.

NOW, THEREFORE, IT IS RESOLVED that Joseph Duff's notice of retirement is acknowledge and accepted by the City with its heartfelt thanks and appreciation for his years of service.

IT IS FURTHER RESOLVED that Kimberly Awrey is appointed as acting City Manager effective December 1, 2020, during that time Joseph Duff is unavailable to serve as City Manager.

IT IS FURTHER RESOLVED that Kimberly Awrey is appointed to the position of City Manager effective January 1, 2021, subject to the terms of the attached Employment Contract between the City and Kimberly Awrey, which is hereby approved. The Mayor and Deputy Clerk are authorized to execute the Employment Contract on behalf of the City.

Ayes: Unanimous. Motion carried.

Motion by Sides, supported by Witt to approve the American Legion Solicitation Permit for May 6, 7 and 8, 2021.

Ayes: Unanimous. Motion carried.

Motion by Hartz, supported by Witt to approve the following expenses in the amount of \$388,958.78

VENDOR	DESCRIPTION	AMOUNT
ADVANCE ELECTRIC INC.	STREET LIGHTS/DPW/WWTP SUPPLIES	\$415.17
AMERICAN WASTE INC.	CITY HALL SANITATION	\$85.00
AXON ENTERPRISES, INC.	MISC/ WING CLIP MOUNT	\$31.30
BADGER METER INC.	NEW METERS	\$450.00
BILL MARSH GAYLORD	MOTOR POOL PARTS	\$2,402.98
BILL MARSH OF GAYLORD	PD 2021 FORD UTILITY INTERCEPTOR	\$39,153.96
BS&A	BS&A ANNUAL SERVICE SUPPORT FEE	\$6,343.00
C2AE	GAYLORD 2020 PROJECTS	\$8,305.42
C2AE	GAYLORD 2020 GENERAL SERVICES	\$1,545.81
C2AE	GAYLORD 2019 GENERAL SERVICES	\$7,534.00

C2AE	GAYLORD S OTSEGO STREETScape CONCEPT	\$660.00
C2AE	GAYLORD 2019 CDBG PROJECT	\$657.09
CAPITAL TIRE INC - MICHIGAN	PD - VEHICLE PARTS/MAINT	\$612.00
CHEBOYGAN CEMENT PRODUCTS	CEMENT - CEMETARY MANHOLES	\$186.90
CITY OF GAYLORD	DDA BATHROOMS	\$62.66
CITY OF GAYLORD	CITY HALL	\$183.25
CITY OF GAYLORD	FAIRVIEW CEMETERY	\$257.53
CITY OF GAYLORD	DPW	\$54.67
CITY OF GAYLORD	DOUMAS PARK	\$36.98
CITY OF GAYLORD	FREEL PARK	\$35.90
CITY OF GAYLORD	WATER BILLS - DOUMAS, CEMETARY, FREEL	\$351.97
CLIMATE ENGINEERING	DPW - GARAGE UNIT HEATERS	\$439.00
COMMERCIAL CONTROL SYSTEMS	PREVENTATIVE MAINTENANCE & UPGRADE	\$2,527.61
CONSUMERS ENERGY	EV CHARGING STATION	\$110.66
CONSUMERS ENERGY	DPW	\$355.74
CONSUMERS ENERGY	LIFT STATION	\$81.25
CONSUMERS ENERGY	CITY HALL	\$2,494.13
CONSUMERS ENERGY	N HAZEL WATER WELL	\$845.96
CONSUMERS ENERGY	WATER WELL	\$42.98
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$71.84
CONSUMERS ENERGY	PAVILION	\$28.85
CONSUMERS ENERGY	PAVILION	\$294.39
CONSUMERS ENERGY	PAVILION	\$28.85
CONSUMERS ENERGY	FREEL PARK	\$53.38
CONSUMERS ENERGY	ASPEN PARK	\$60.59
CONSUMERS ENERGY	DDA BATHROOMS	\$300.54
CONSUMERS ENERGY	WWTP	\$11,203.64
CONSUMERS ENERGY	STREET LIGHTS	\$228.70
CONSUMERS ENERGY	HALE PARK	\$29.39
CONSUMERS ENERGY	WATER DEPT BUILDING	\$34.44
CONSUMERS ENERGY	DICKERSON RD LIFT STATION	\$87.78
CONSUMERS ENERGY	EDELWEISS IRRIGATION	\$234.40
CONSUMERS ENERGY	STREET LIGHTS	\$132.60
CONSUMERS ENERGY	STREET LIGHTS	\$302.88
CONSUMERS ENERGY	STREET LIGHTS	\$322.63
CONSUMERS ENERGY	STREET LIGHTS	\$62.85
CONSUMERS ENERGY	DOUMAS PARK	\$28.85
CONSUMERS ENERGY	DOUMAS PARK	\$48.06
CONSUMERS ENERGY	STREET LIGHTS	\$3,175.84
CONSUMERS ENERGY	TRAFFIC LIGHTS	\$1,391.48
CONSUMERS ENERGY	LED LIGHTS ROAD	\$406.85
CONSUMERS ENERGY	N OHIO WATER WELL	\$481.28
CONSUMERS ENERGY	DICKERSON WATER WELL	\$1,179.83
CONSUMERS ENERGY	INDUSTRIAL PARK	\$44.45
CONSUMERS ENERGY	MILLBOCKER LIFT STATION	\$246.10

CONSUMERS ENERGY	WISCONSIN WATER TOWER	\$43.39
CONSUMERS ENERGY	N OTSEGO WATER WELL	\$2,043.06
DE LAGE LANDEN	CITY HALL COPIER	\$596.18
DE LAGE LANDEN	PD COPIER	\$82.56
DETROIT SALT COMPANY	ROCK SALT	\$38,021.59
DORNBOS SIGN & SAFETY INC.	ROAD SIGNS	\$1,289.72
DUNN'S BUSINESS SOLUTIONS	PD/CITY HALL/DPW/WWTP/DOUMAS PARK	\$938.27
EGLÉ CASHIERS OFFICE	WATER TESTING	\$175.00
ELECTION SOURCE	VOTER ID CARDS	\$96.36
ELEMECH	WATER DEPT SOFTWARE RE SUPPORT	\$1,600.00
ELHORN ENGINEERING CO	WELL CHEMICALS	\$1,867.28
ETNA SUPPLY COMPANY	LIFT STATION	\$385.71
FASTENAL COMPANY	DPW SHOP SUPPLIES	\$147.07
FEENY	MOTOR POOL - #1544 WINDSHIELD	\$236.60
FOSTER SWIFT	TAX TRIBUNAL ATTORNEY	\$580.00
FRONTIER	LIFT STATION PHONES	\$434.27
DTE	PAVILION	\$37.48
DTE	DPW	\$45.03
DTE	CENTER WELL HOUSE	\$39.81
DTE	WWTP	\$197.30
DTE	WATER WELL	\$37.48
DTE	CITY HALL	\$140.91
DTE	MCVANNEL LIFT STATION	\$38.06
DTE	MEIJER LIFT STATION	\$42.19
FIRST NATIONAL BANKCARD	CITY HALL/ PD	\$841.84
FIRST NATIONAL BANKCARD	CITY HALL/PD	\$286.46
FRONTIER	LIFT STATION TELEPHONES	\$38.11
FRONTIER	LIFT STATION TELEPHONES	\$38.11
FRONTIER	PD TELEPHONES	\$239.09
FRONTIER	CITY HALL TELEPHONES	\$187.38
FRONTIER	DPW PHONE	\$68.76
GAYLORD MACHINE & FABRICATION	WWTP FENCE	\$373.56
GORDON FOOD SERVICE INC	DPW SUPPLIES	\$245.72
GILL-ROY'S COMPLETE HARDWARE	CITY HALL/ PARKS/DPW/ WATER DEPT/WWTP	\$289.54
GRAHAM ELECTRIC CO	WWTP -GRINDER PUMP REPAIR PARTS/LABOR	\$2,476.25
GREAT LAKES ENERGY	M32 W LIFT STATION	\$326.00
GREAT LAKES ENERGY	S OTSEGO LIFT STATION	\$116.00
GREAT LAKES ENERGY	M32 E HIDDEN VALLEY LIFT STATION	\$191.00
GREAT LAKES ENERGY	STREET LIGHTS	\$11.06
GREAT LAKES ENERGY	STREET LIGHTS	\$547.00
GREAT LAKES ENERGY	COTTONTAIL LIFT STATION	\$58.92
GREAT LAKES ENERGY	COTTONTAIL LIGHTS/IRRIGATION	\$144.06
GREAT LAKES ENERGY	M32 E WOODS LIFT STATION	\$74.70
GREAT LAKES ENERGY	MEIJER LIFT STATION	\$152.91
GREAT LAKES PIPE & SUPPLY	DPW SUPPLIES	\$57.20

TRAVIS HEWITT	CITY HALL CLEANING	\$900.00
HOME DEPOT CREDIT SERVICES	DPW PARTS/SUPPLIES	\$21.97
I-2000 INC.	DPW/WWTP	\$59.90
ICMA	ICMA MEMBERSHIP RENEWAL NOTICE - AWREYK	\$560.16
INTEGRATED CONTROLS INC.	MONTHLY SCADA - OCTOBER	\$156.00
JENSEN'S ANIMAL HOSPITAL	ELK (LAB AND SAMPLE COLLECTION)	\$68.00
JIM'S ALPINE AUTOMOTIVE	PD/DPW/MP SUPPLIES & PARTS	\$862.50
JLH FENCE & FARM SERVICES, LLC	COMMERCIAL CHAINLINK FENCE - WWTP	\$10,698.48
JOHNSON OIL COMPANY	DPW/PD FUEL & OIL	\$2,358.22
KIRKPATRICK DUBOIS & SLOUGH PLC	CITY ATTORNEY	\$3,276.00
LIFELOC TECHNOLOGIES INC	PD - PBT (2)	\$540.00
LOWE'S	WATER DEPARTMENT SUPPLIES	\$132.88
SIX K'S LAWN SERVICE	ELK CARE (SEPT/OCT)	\$240.00
SPECTRUM	WATER FILL STATION	\$104.98
SPECTRUM	CITY HALL	\$120.40
SPECTRUM	ELK PARK	\$121.97
SPECTRUM	WWTP	\$154.98
SPECTRUM	DPW	\$163.93
STATE OF MICHIGAN - MDOT	TRAFFIC SIGNAL MAINT M32 & WISCONSIN	\$160.45
MEEKHOF TIRE SALES AND SERVICE	PD VEHICLE TIRES	\$220.00
MEYER ACE HARDWARE	WATER DEPT/ DPW SUPPLIES	\$78.32
MICHIGAN PIPE AND VALVE	WATER DEPT SUPPLIES	\$1,904.00
MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS MEMBER FEE	\$1,200.00
NEW CENTURY SIGNS	PD - VEHICLE GRAPHICS/ INTERCEPTOR #05	\$715.00
N.M.A.C.P.	NMACP DUES - CHIEF CLAEYS	\$75.00
NORTHERN ENERGY INC	MOTOR POOL DIESEL EXHAUST FLUID	\$53.70
NORTHWESTERN MI EMERGENCY	MEDICAL BILLING - GOERTZ	\$98.09
NYE UNIFORM CO	PD UNIFORMS	\$293.99
ODS THE DOOR SPECIALISTS	PD - REPLACE OPERATOR BRACKET ONO DOOR	\$120.00
OPERATIONS SERVICES INC	WATER DEPT - PROVIDE OVERSIGHT	\$300.00
OTSEGO COUNTY SHERIFF DEPT	WORK CAMP BILLING SEPTEMBER	\$375.00
OTSEGO CO HISTORICAL SOCIETY	2020 CONTRIBUTION	\$500.00
OTSEGO LAKE SERVICE	TOWING/IMPOUND	\$150.00
PEERLESS-MIDWEST INC.	ANNUAL WELL & PUMP PERFORMANCE	\$930.00
PITNEY BOWES	CITY HALL POSTAGE SUPPLIES	\$572.88
PRODUCTIVITY PLUS ACCOUNT	MOTOR POOL	\$474.76
REHMANN ROBSON	SECOND BILLING JUNE 30, 2020 AUDIT	\$17,000.00
SCIENTIFIC	MOTOR POOL PLOW INSTALL/SUPPLIES	\$6,415.55
SHAWN THOMAS	ELK PARK - REMOVAL OF TREES	\$9,500.00
SHRED-IT	CITY HALL SHREDDING SERVICES	\$75.03
SIX K'S LAWN SERVICE	ELK CARE	\$240.00
SLC METER LLC	WATER DEPT-METER READ KIT	\$30,466.41
SPARTAN SEWER	ASPEN PARK POLY JOHN - OCTOBER	\$205.00
STANDARD ELECTRIC COMPANY	WWTP/DPW SUPPLIES	\$281.24
STATE INDUSTRIAL PRODUCTS	WWTP SUPPLIES	\$169.88

TRUCK & TRAILER SPECIALTIES	MOTOR POOL PARTS	\$665.23
UCMAN OTSEGO COUNTY	CITY HALL INTERNET - NOVEMBER	\$75.00
UNIFIRST CORPORATION	CITY HALL/DPW/UNIFORMS	\$1,083.51
UNIQUE PAVING MATERIALS	COLD PATCH	\$788.54
US BANK EQUIPMENT FINANCE	PD NEW COPIER	\$431.18
VERIZON	PD PHONES/HYDRANT MONITORING	\$280.13
WASH-N-GO MANAGEMENT INC	PD VEHICLES	\$48.00
JIM WERNIG INC.	PD VEHICLES/MOTOR POOL PARTS	\$364.48
WESTWIND CONST & DEVELOP	GAYLORD APARTMENTS - M-32 WATER MAIN	\$139,381.52
WILBER AUTOMOTIVE SUPPLY INC.	MOTOR POOL PARTS/DPW SUPPLIES	\$104.12
GRAND TOTAL:		\$388,958.78

Ayes: Unanimous. Motion carried.

No other business was presented and the meeting was adjourned at 7:45 p.m.

Jennifer Molski, Deputy Clerk

William Wishart, Mayor