

June 10, 2024

Mayor Sharrard opened the regular meeting of the Gaylord City Council with a prayer by councilmember Ouellette at 7:00PM on Monday, June 10, 2024. The Pledge of Allegiance to the Flag of the United State of America followed the invocation. The meeting was held in the City Council Chambers, located at City Hall, 305 East Main Street, Gaylord, Michigan.

Members Present: Sharrard, Ouellette, Jaques, Witt, and Wilson.

Motion by Ouellette, supported by Wilson to dispense with the reading of the minutes from the May 28, 2024 meeting and accept them as presented.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Ouellette to excuse councilmembers Awrey and Ryan from tonight's meeting.

Ayes: Unanimous. Motion Carried.

A public hearing regarding the Special Assessment of Police & Fire Services opened at 7:03PM. No public comment was offered; the hearing closed at 7:22pm.

A public hearing regarding the City of Gaylord 2024-2025 Annual Budget & Millage Levy opened at 7:03PM. No public comment was offered; the hearing closed at 7:22pm.

Public Comment:

B. Proctor and D. Delaney spoke during public comment.

Unfinished Business:

Motion by Ouellette, supported by Wilson to approve the Fourth Amendment to Agreement to Purchase Real Estate (Woda Cooper Development/Jenson Green Project).

Ayes: Unanimous. Motion Carried.

New Business:

Motion by Witt, supported by Jaques to approve the Special Assessment for Police & Fire Services 2024-2025.

The Gaylord City Council having held a public hearing on June 10th, 2024, 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 2024-2025, 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 fiscal year 2024-2025 shall be 4.000 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 Witt, supported by Wilson to approve the City of Gaylord 2024-2025 Annual Budget & Millage Levy:

REVENUES

101	General Fund	\$6,368,549
202	Major Street Fund	664,280
203	Local Street Fund	214,283
204	Municipal Street Fund	2,128,600
248	Downtown Development TIF Fund	354,700
367	City Hall/DPW Debt Retirement Fund	274,450
590	WWT Operations Fund	1,885,500
591	Water Operations Fund	1,450,430
661	Equipment Fund	695,600
711	Perpetual Care Fund	0
730	Sick Leave Fund	0
	TOTAL REVENUES	\$14,036,392

EXPENSES

101	General Fund	\$6,790,860
202	Major Street Fund	535,550
203	Local Street Fund	206,300
204	Municipal Street Fund	1,935,159
248	Downtown Development TIF Fund	354,630
367	City Hall/DPW Debt Retirement Fund	246,425
590	WWT Operations Fund	1,858,944
591	Water Operations Fund	1,256,284
661	Equipment Fund	686,650
	TOTAL EXPENSES	\$13,870,802

And to approve a levy of 11.3527 mills for general operating purposes, .6000 mills for composting and curbside recycling purposes, 4.1513 mills for street/infrastructure improvements, 1.0000 for City Hall/DPW Capital Improvement Debt Retirement purposes, and 1.8051 in the Downtown Development District; and,

Furthermore, the Gaylord City Council, for the fiscal year 2024-2025 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 4.000 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.

GENERAL FUND, 101

Fringe Benefits/General Expenditures	\$	26,000
City Council		32,650
City Manager		76,000
Accounting & Auditing		18,000
City Clerk		57,862
Insurance and Bonds		28,000
General Administration		113,984

Health Insurance Premiums	10,500	
Board of Review	3,250	
Administrative Supplies	136,000	
City Treasurer	52,278	
Assessor	129,100	
Elections	21,850	
City Hall & Grounds	93,300	
City Attorney	35,000	
Other City Property	153,296	
City Police Department	2,790,816	
Fire Services	196,000	
Department of Public Works	503,674	
Sidewalk Fund	75,536	
Street Lighting	92,074	
Curbside Recycling	211,044	
Promotional	80,396	
Parking System	155,188	
Cemetery Operation	95,382	
Planning Commission	55,165	
Parks and Recreation	1,548,515	
GENERAL FUND TOTAL, 101		\$ 6,790,860
MAJOR STREET FUND, 202		\$ 535,550
LOCAL STREET FUND, 203		\$ 206,300
MUNICIPAL STREET FUND		\$ 1,935,159
DOWNTOWN DEVELOPMENT TIF FUND		\$ 354,630
CITY HALL/DPW DEBT RETIREMENT FUND, 315		\$ 246,425
WWT OPERATIONS FUND, 590		\$ 1,858,944
WATER OPERATIONS FUND, 591		\$ 1,256,284
EQUIPMENT FUND, 661		\$ 686,650

BE IT FURTHER RESOLVED that the revenues for the 2023/24, fiscal year are estimated as follows:

GENERAL FUND, 101	
Property Taxes – 11.3527 Mills	\$ 2,634,278
Property Taxes – 0.6 Mills for Composting/Curbside Recycling	135,500
Special Assessment Levy – 4.00-Mill, Police and Fire Services	784,000
State Revenues	1,846,371
Licenses & Permits	8,000
Marihuana Licenses	45,000
Interest	130,000
Other Revenue	65,000
Franchise Fees	64,000
Transfers f/Other Funds	315,000
Royalties	950
Cemetery Operations	25,000
City Police Department	314,000
Parking System	1,450
Accumulated Surplus from Prior Years	<u>422,312</u>

TOTAL		\$ 6,790,860
MAJOR STREET, 202		
Revenues	\$ 639,280	
Interest	25,000	
Estimated Surplus Over Expenditures	(128,730)	
TOTAL		\$ 535,550
LOCAL STREET, 203		
Revenues	\$ 195,783	
Interest	18,500	
Estimated Surplus Over Expenditures	(7,983)	
TOTAL		\$ 206,300
MUNICIPAL STREET FUND, 204		
Property Taxes – 4.1513 Mills	\$ 934,500	
County Road Millage	210,000	
Federal Revenue	964,100	
Interest	20,000	
Estimated Surplus Over Expenditures	(193,441)	
TOTAL		\$ 1,935,159
DOWNTOWN DEVELOPMENT TIF FUND, 248		
Property Taxes. TIF Capture	268,250	
Property Taxes, 1.8051	56,450	
State Revenue	10,000	
Other Revenues	12,000	
Interest	8,000	
Interest	(70)	
Estimated Surplus Over Expenditures		\$ 354,630
TOTAL		
CITY HALL/DPW DEBT RETIREMENT FUND, 367		
Property Taxes – 1.0000 Mills	\$ 256,000	
Interest	18,450	
Estimated Surplus Over Expenditures	(28,025)	
TOTAL		\$ 246,425
WWT OPERATIONS FUND, 590		
Revenues	\$ 1,760,500	
Interest/Penalties	125,000	
Estimated Surplus Over Expenditures	(26,556)	
TOTAL		\$ 1,858,944
WATER OPERATIONS FUND, 591		
Revenues	\$ 1,116,000	
Interest/Penalties	25,700	
Other Revenue	308,730	
Estimated Surplus Over Expenditures	(194,146)	
TOTAL		\$ 1,256,284

EQUIPMENT FUND, 661			
Revenues		\$	695,000
Interest			600
Estimated Surplus Over Expenditures			(8,950)
TOTAL		\$	686,650

AND BE IT FURTHER RESOLVED that 11.3527 mills be levied on the taxable valuation for the purpose of paying the General Fund operating expenses for the 2024/25 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 1.0000 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 1.8051 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 2024-2025 shall be in the amount of 4.000 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 11.3527 mills for general operation purposes; .6000 mills for composting and curbside recycling purposes; 4.1513 mills for street and infrastructure improvements; 1.0000 mills for debt retirement purposes, 1.8051 mills be collected on the taxable valuation in the Downtown Development District for administration purposes, and a Special Assessment equal to 4.000 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 Wilson supported by Witt to approve the Outdoor Café Permit for Brennan’s Up North, LLC (110 N. Otsego).

Ayes: Unanimous. Motion Carried.

Motion by Ouellette, supported by Witt to approve the Outdoor Café Permit for The Iron Pig Smokehouse (143 W. Main).

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Jaques to approve the Liquor License Request for The Iron Pig Smokehouse (143 W. Main) from July 6 through July 13.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Wilson to approve the Liquor License Request for Snowbelt Brewing Company (132 W. Main)

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Jaques to approve the Liquor License Request for El Patron (216 W. Main)

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Ouellette to approve the Developer Agreement from Northern Homes Community Development Corporation.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Wilson to approve the following expenditures in the amount of \$210,636.58:

VENDOR	DESCRIPTION	AMOUNT
AIRGAS	DPW SHOP SUPPLIES	\$7.09
ALLIED UNIVERSAL	UPGRADE TO NVR & ENCODER/TRAINING	\$8,542.85
AMAZON	CITY HALL /DPW/DDA SUPPLIES	\$1,234.82
KIM AWREY	VEHICLE ALLOWANCE REIMBURSEMENT	\$500.00
BADGER METER INC.	WATER DEPT	\$368.12
BROADMOOR PRODUCTS INC	MOOR FLOC-WWTP	\$5,653.90
C2AE	GAYLORD DSMI AND GIS	\$4,528.31
C2AE	ASPEN PARK EXPANSION/RENOVATION	\$1,500.00
C2AE	GAYLORD 2023 STREETS	\$3,039.69
C2AE	GAYLORD GENERAL SERVICES 2024	\$260.48
CAPITAL TIRE INC - MICHIGAN	K9 TAHOE TIRES	\$846.00
CHEBOYGAN CEMENT PRODUCTS INC	DDA/PARKING	\$349.20
CHOICE PUBLICATIONS INC	PUBLISHING	\$36.00
CITY OF GAYLORD	CITY HALL	\$73.85
CITY OF GAYLORD	DPW	\$73.24
CITY OF GAYLORD	CLAUDE SHANNON PARK	\$56.83
CITY OF GAYLORD	GATEWAY TO GAYLORD	\$52.99
CITY OF GAYLORD	DDA RESTROOMS	\$88.92
CITY OF GAYLORD	INDUSTRIAL PARK ENTRANCE	\$95.48
CITY OF GAYLORD	EDELWEISS VILLAGE	\$62.81
CITY OF GAYLORD	DOUMAS PARK	\$72.15
CITY OF GAYLORD	FREEL PARK	\$72.15
CITY OF GAYLORD	INDUSTRIAL PARK	\$52.99
CITY OF GAYLORD	HALE PARK	\$56.83
CITY OF GAYLORD	FAIRVIEW CEMETERY	\$82.06
CITY OF GAYLORD	MILBOCKER RD SPRINKLER	\$52.99

CONSUMERS ENERGY	DPW	\$484.33
CONSUMERS ENERGY	DPW BARN	\$81.89
CONSUMERS ENERGY	FAIRVIEW WATER TOWER	\$45.25
CONSUMERS ENERGY	CITY HALL	\$2,439.74
CONSUMERS ENERGY	N HAZEL WATER WELL	\$588.40
CONSUMERS ENERGY	N OTSEGO WATER WELL	\$1,437.91
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$31.23
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$32.61
CONSUMERS ENERGY	PAVILION	\$28.77
CONSUMERS ENERGY	PAVILION	\$392.51
CONSUMERS ENERGY	PAVILION	\$288.37
CONSUMERS ENERGY	FREEL PARK	\$36.78
CONSUMERS ENERGY	ASPEN PARK	\$40.62
CONSUMERS ENERGY	DDA BATHROOMS	\$28.77
CONSUMERS ENERGY	DDA BATHROOMS	\$193.91
CONSUMERS ENERGY	WWTP	\$12,558.84
CONSUMERS ENERGY	STREET LIGHTS	\$280.14
CONSUMERS ENERGY	HALE PARK	\$39.55
CONSUMERS ENERGY	WATER DEPT BUILDING	\$30.93
CONSUMERS ENERGY	EDELWEISS IRRIGATION	\$97.93
CONSUMERS ENERGY	STREET LIGHTS	\$157.83
CONSUMERS ENERGY	STREET LIGHTS	\$215.85
CONSUMERS ENERGY	STREET LIGHTS	\$383.45
CONSUMERS ENERGY	STREET LIGHTS	\$736.18
CONSUMERS ENERGY	DOUMAS PARK	\$28.77
CONSUMERS ENERGY	DOUMAS PARK	\$38.78
CONSUMERS ENERGY	STREET LIGHTS	\$62.67
CONSUMERS ENERGY	TRAFFIC LIGHTS	-\$1.98
CONSUMERS ENERGY	LED LIGHTS ROAD	\$3,192.12
CONSUMERS ENERGY	N OHIO WATER WELL	\$1,076.14
CONSUMERS ENERGY	DICKERSON LIFT STATION	\$155.40
CONSUMERS ENERGY	INDUSTRIAL PARK ENTRANCE	\$54.02
CONSUMERS ENERGY	MILLBOCKER LIFT STATION	\$125.38
CONSUMERS ENERGY	WISCONSIN WATER TOWER	\$49.63
CONSUMERS ENERGY	DICKERSON WATER WELL	\$2,264.24
DELAGE LANDEN	CITY HALL COPIER	\$646.38
DISCOUNT TIRE	K9/05 PD VEHICLE MAINTENACE	\$122.50
DONOHUE & ASSOCIATES	WWTP FACILITY STUDY	\$2,670.00
DORNBOS SIGN & SAFETY INC.	LOCAL/MAJOR STREET SIGNS	\$665.38
DTE	PAVILION	\$57.05
DTE	DPW	\$822.58
DTE	DPW POLE BARN	\$105.26
DTE	CENTER WELL HOUSE	\$71.19
DTE	WWTP	\$916.96
DTE	WATER WELL	\$108.58
DTE	CITY HALL	\$645.53

DTE	MCVANNEL LIFT STATION	\$59.55
DTE	MEIJER LIFT STATION	\$57.89
DTE	DICKERSON LIFT STATION	\$65.36
EJ USA INC	WATER DEPT SUPPLIES	\$2,430.98
ELHORN ENGINEERING CO	WELL CHEMICALS	\$25,434.10
ETNA SUPPLY COMPANY	WATER DEPT SUPPLIES	\$841.70
FEDERAL FLUID POWER	DPW SUPPLIES	\$67.03
FIRST ADVANTAGE OCCUPATIONAL HEALTH	NEW EMPLOYEE DRUG TEST	\$45.14
FIRST NATIONAL BANKCARD	CITY DEPARTMENTS	\$1,780.00
FIRST NATIONAL BANKCARD	CITY DEPARTMENTS	\$2,245.53
FLOWERMANIA	DDA/CEMETERY FLOWERS & MULCH	\$788.00
FORD MOTOR CREDIT COMPANY LLC	PD TERRAIN LEASE #6003007	\$613.32
FRONTIER	LIFT STATION PHONES	\$856.92
GANNETT MICHIGAN LOCALIQ	PUBLISHING	\$459.39
GILL-ROY'S COMPLETE HARDWARE	CITY DEPARTMENT SUPPLIES	\$888.97
GREAT LAKES ENERGY	M32 W LIFT STATION	\$444.00
GREAT LAKES ENERGY	S OTSEGO LIFT STATION	\$212.00
GREAT LAKES ENERGY	M32 E HIDDEN VALLEY LIFT STATION	\$225.00
GREAT LAKES ENERGY	STREET LIGHTS	\$13.02
GREAT LAKES ENERGY	STREET LIGHTS	\$695.00
GREAT LAKES ENERGY	COTTONTAIL LIFT STATION	\$88.43
GREAT LAKES ENERGY	COTTONTAIL LIGHTS/IRRIGATION	\$167.27
GREAT LAKES ENERGY	M32 E WOODS LIFT STATION	\$127.86
GREAT LAKES ENERGY	MEIJER LIFT STATION	\$221.18
GREAT LAKES PIPE & SUPPLY	WWTP SUPPLIES	\$3.75
HACH COMPANY	WWTP	\$924.00
TRAVIS HEWITT	CITY HALL CLEANING	\$1,100.00
HOME DEPOT CREDIT SERVICES	CITY DEPARTMENT SUPPLIES	\$1,019.57
HUTSON, INC	MOTOR POOL	\$416.36
INTEGRATED CONTROLS INC.	MONTHLY SCADA - MAY	\$596.00
JACK DOHENY COMPANIES, INC.	MOTOR POOL	\$2,842.19
KIRKPATRICK DUBOIS & SLOUGH PLC	CITY ATTORNEY FEES	\$3,510.00
LAWSON PRODUCTS, INC.	DPW SHOP SUPPLIES	\$550.85
LITTLE GUYS TRASH CO.	CITY HALL SANITATION	\$150.00
LOWE'S	DDA/CEMETERY SUPPLIES	\$331.11
L.S. ENGINEERING, INC.	MDOT I 75 BUSINESS LOOP	\$28,047.50
L.S. ENGINEERING, INC.	METRO PERMITS	\$2,805.00
L.S. ENGINEERING, INC.	SITE PLAN REVIEWS	\$4,437.50
MACARTHUR CONSTRUCTION	ELM AND SHELDON STREETS	\$17,460.00
METTLER-TOLEDO INC	PREVENTATIVE MAINTENANCE	\$380.83
MEYER ACE HARDWARE	WWTP SUPPLIES	\$79.92
MI ASSON OF CHIEFS OF POLICE	ACCREDITATION	\$1,800.00
MID-STATES BOLT & SCREW CO.	DPW SHOP SUPPLIES	\$15.05
MICHIGAN POLICE EQUIPMENT CO.	PD FIREARMS/WEAPONS	\$1,970.00
MISTER T'S GLASS	DPW/CITY HALL GLASS REPLACEMENT	\$2,699.25
NEW CENTURY SIGNS	K-9 VEHICLE GRAPHIC INSTALL	\$715.00

NYE UNIFORM CO	PD UNIFORMS	\$1,342.60
ON DUTY GEAR, LLC	PD UNIFORMS	\$4,525.00
OTSEGO COUNTY	CITY HALL INTERNET	\$75.00
PAK MAIL CENTER	WATER DEPARTMENT MAILING	\$16.45
PRODUCTIVITY PLUS ACCOUNT	MOTOR POOL	\$671.36
PURCHASE POWER	CITY HALL POSTAGE	\$936.03
SCIENTIFIC	DDA/DPW SUPPLIES	\$640.96
STERICYCLE, INC	CITY HALL SHREDDING	\$113.24
SILVERSMITH	ANNUAL INFORMATION/HOSTING	\$752.50
SINGLER DESIGN	WEBSITE EDIT.	\$37.50
SITEONE LANDSCAPE SUPPLY	PARKS/CEMETERY/CITY HALL SPRINKLERS	\$914.43
SPARTAN SEWER	ASPEN PARK POLY JOHN - MAY	\$375.00
SPECTRUM	WATER FILL STATION	\$119.98
SPECTRUM	CITY HALL	\$134.30
SPECTRUM	ELK PARK	\$139.98
SPECTRUM	WWTP	\$159.98
SPECTRUM	DPW	\$204.24
SURE STOP	MOTOR POOL	\$592.55
UNIFIRST CORPORATION	DPW/CITY HALL/UNIFORMS	\$1,524.26
USA BLUEBOOK	WWTP SUPPLIES	\$1,363.49
US BANK EQUIPMENT FINANCE	PD COPIER	\$430.88
VERIZON	PD/HYDRANT MONITORING	\$360.25
VESTIS	DPW/WATER/WWTP UNIFORMS	\$434.93
VILLAGE OF KALKASKA	K-9 PATROL UNIT	\$20,000.00
WASH-N-GO MANAGEMENT INC	PD VEHICLE MAINTENANCE	\$184.00
JIM WERNIG INC.	K9 TAHOE	\$111.34
WILBER AUTOMOTIVE	CITY DEPARTMENT SUPPLIES	\$977.57
WILK WIRING	PD CAR #5	\$203.87
WOLVERINE POWER SYSTEMS	MEIJER LIFT STATION	\$325.25

Ayes: Unanimous. Motion Carried.

No other business was presented, and the meeting was adjourned at 7:37 p.m.

Jennifer Molski, City Clerk

Todd Sharrard, Mayor