

December 9, 2024

Mayor Sharrard opened the regular meeting of the Gaylord City Council with a prayer by councilmember Ouellette at 7:00PM on Monday, December 9, 2024. The Pledge of Allegiance to the Flag of the United States 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, Awrey, Ouellette, Jaques, Wilson and Ryan

Motion by Ouellette, supported by Jaques to dispense with the reading of the minutes from the November 25, 2024 meeting and accept them as presented.

Motion by Awrey, supported by Ouellette to add the discussion/change regarding parking permits. Chief Claeys will present to council. Item was added; Agenda Item #25.

Ayes: Unanimous. Motion Carried.

A Public/Information Hearing regarding the Brownfield Redevelopment Authority (BRA) opened at 7:02PM. No public comment was offered and the hearing closed at 7:09PM.

Motion by Awrey, supported by Wilson to excuse Councilmember Witt from tonight's meeting.

Ayes: Unanimous. Motion Carried.

A motion was made by Councilmember Ouellette and supported by Councilmember Ryan to authorize the purchase of gift cards in the amount of \$100 for city employees.

Ayes: Unanimous. Motion Carried.

Public Comment: None

Unfinished Business:

In regard to the MEDC Grant Agreement Recommendation (Treetops Wastewater Treatment Plant), a motion was made by Ouellette, and supported by Wilson to return the funds to the MEDC.

Ayes: Unanimous. Motion Carried.

New Business:

Motion by Ouellette, supported by Jaques to approve the following Resolution to Establish the Brownfield Redevelopment Authority (BRA):

WHEREAS, the City Council of the City of Gaylord, by Resolution adopted on the 9th day of December, 2024 (the "Resolution of Intent"), determined that it is in the best interest of the public to facilitate identification and treatment of environmentally distressed, functionally obsolete and/or blighted areas to promote revitalization within the municipal limits of Gaylord, and declared its intention to provide for the operation of a Brownfield Redevelopment Authority

for the City of Gaylord (the “Authority”) pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended the (the “Act”); and

WHEREAS, on September 26, 2005, the City previously formed the Authority, but did not appoint board members, adopt bylaws, or take further action, and the City now desires to ratify its prior act and establish the Authority consistent with the Resolution of Intent.

WHEREAS, on this date, pursuant to and in accordance with the Act and the Resolution of Intent, the Council held a public hearing, notice of which was given as required by Section 4(2) of the Act on the adoption of a resolution creating the Authority; and WHEREAS, all citizens, taxpayers and property owners of the City of Gaylord and officials of the affected taxing jurisdictions had the right and opportunity to be heard at the public hearing on the establishment of the Authority; and

WHEREAS, the Council desires to proceed with the establishment of the Authority for the City of Gaylord within the boundaries of which the Authority shall exercise its powers, all pursuant to and in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. Authority Created.** Pursuant to the authority vested in the Council by the Act, the Council’s prior establishment of the Authority is ratified, the Authority is established, and it shall be known as the City of Gaylord Brownfield Redevelopment Authority. This resolution supersedes and replaces the resolution dated September 26, 2005, in its entirety.
- 2. Supervision of the Authority.** The Authority shall be under the supervision and control of a board (the “Board”) appointed by the Mayor of the City of Gaylord, in accordance with the membership provisions set forth in Section 5(1) of the Act, subject to the approval of the Council. The members of the Board shall hold office, and the Board shall conduct its procedures in accordance with the Act, and, in particular, Section 5 thereof.
- 3. Jurisdiction of the Authority.** The Authority shall exercise its powers within the City of Gaylord.
- 4. Powers and Duties of the Authority.** The Authority shall have the full extent of powers and duties provided by and in accordance with the Act. Among other matters, the exercise of its powers, the Board shall prepare Brownfield Plans for eligible property(ies) pursuant to Section 13 of the Act and submit the plan to the Council for consideration pursuant to Section 14 of the Act.
- 5. Bylaws and Rules of the Authority.** The Authority shall elect officers and adopt bylaws and rules governing its procedures and meetings in accordance with Sections 5(3) and 5(5) of the Act, and after adoption by the Board shall immediately forward a copy of the bylaws and rules to the Council in care of the Clerk of the City of Gaylord (the “Clerk”). The Authority’s bylaws and rules shall be subject to the approval of the Council. However, if the Council fails to either approve or disapprove the Authority’s bylaws and rules at its next regular meeting after receipt of

a copy thereof by the Clerk, the Authority's bylaws and rules shall be deemed to have been approved by the Council

**6. Form of Approvals.** Except as may otherwise be provided by the Act or other applicable law, approvals by the Council of all matters pertaining to the Authority or its Board shall be by resolution.

**7. Severability.** Should any section, clause or phase of this Resolution be declared invalid by the courts, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.

**8. Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**9. Publication.** The Clerk is hereby directed to file a true and complete copy with the Michigan Department of State, Office of the Great Seal, promptly after adoption and to take all other actions incident upon such adoption pursuant to applicable charter or other provisions.

Ayes: Unanimous. Motion Carried.

Motion by Jaques, supported by Wilson to approve the Partial Road Closure Request for the March for Life on Friday, January 24, 2024. The march will start at 1:45PM at the Mt. Carmel Center on North Otsego and head South toward M32 and then turn eastward onto M32 in the east bound lane until reaching City Hall on Oak Street.

Ayes: Unanimous. Motion Carried.

Motion by Awrey, supported by Wilson to approve the Change Order #2 (National Industrial Maintenance, Inc. Water Service Material Investigations for a project total of \$101,130.00. The project came in \$7500 less than projected.

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Jaques to approve the following DDA Appointments.

Casey Buckleitner (Second Term: January 1, 2025 to December 31, 2029)

Gary Kosch (Second Term: January 1, 2025 to December 31, 2029)

Ryan Kennedy (First Term: January 1, 2025 to December 31, 2029)

Angielena Muellenberg (First Term: January 1, 2025 to December 31, 2029)

Ayes: Unanimous. Motion Carried.

Motion by Wilson supported by Awrey to approve the Special Assessment Agreement (1982 O'Rourke Blvd).

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Awrey to approve the following expenditures in the amount of \$497,854.94:

VENDOR	DESCRIPTION	AMOUNT
24/7	CAMERA INSPECTION (801 COURT STREET)	\$415.00
ADAMS CARPET CLEANING	CITY HALL WINDOW CLEANING	\$595.00
ADVANCE ELECTRIC INC.	CITY HALL - LED LIGHTS	\$1,596.20
AIRGAS USA	DPW SHOP SUPPLIES	\$39.12
AMAZON	CITY HALL /DPW/WWTP SUPPLIES	\$2,977.57
AQUATIC INFORMATICS INC.	TOKAY SUPPORT	\$1,000.00
AT&T	WWTP PHONES	\$57.83
AXON ENTERPRISES, INC	PD BODY CAMERAS	\$13,797.34
AWREY, KIM	VEHICLE REIMBURSEMENT	\$500.00
BADGER METER INC.	WATER DEPT METER SERVICES	\$403.54
BLACK RIVER AUTO GLASS	HOLDER/SNOWBLOWER GLASS REPAIR	\$170.00
BROADMOOR PRODUCTS	WWTP MOOR FLOC	\$8,480.85
C2AE	GAYLORD DSMI AND GIS	\$3,897.56
C2AE	GAYLORD TMF-LSL GRANT	\$12,800.21
C2AE	ASPEN PARK EXPANSION/RENOVATION	\$7,338.12
C2AE	GAYLORD TMF - LSL GRANT	\$1,774.79
CAPITAL TIRE INC - MICHIGAN	MOTOR POOL #1544	\$692.00
CITY OF GAYLORD	CITY HALL	\$166.42
CITY OF GAYLORD	DPW	\$74.17
CITY OF GAYLORD	DDA RESTROOMS	\$93.71
CAN SURETY	SURETY BOND- HEWITT	\$55.00
CONSUMERS ENERGY	DPW	\$505.00
CONSUMERS ENERGY	DPW BARN	\$53.45
CONSUMERS ENERGY	FAIRVIEW WATER TOWER	\$44.45
CONSUMERS ENERGY	CITY HALL	\$2,736.51
CONSUMERS ENERGY	N HAZEL WATER WELL	\$710.98
CONSUMERS ENERGY	N OTSEGO WATER WELL	\$1,954.68
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$32.02
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$34.09
CONSUMERS ENERGY	PAVILION	\$28.76
CONSUMERS ENERGY	PAVILION	\$299.59
CONSUMERS ENERGY	PAVILION	\$28.76
CONSUMERS ENERGY	FREEL PARK	\$39.71
CONSUMERS ENERGY	ASPEN PARK	\$95.88
CONSUMERS ENERGY	DDA BATHROOMS	\$286.73
CONSUMERS ENERGY	EV CHARGING STATIONS	\$662.83
CONSUMERS ENERGY	WWTP	\$11,954.82
CONSUMERS ENERGY	STREET LIGHTS	\$451.27
CONSUMERS ENERGY	EDELWEISS IRRIGATION	\$112.87
CONSUMERS ENERGY	STREET LIGHTS	\$368.52
CONSUMERS ENERGY	STREET LIGHTS	\$74.08
CONSUMERS ENERGY	STREET LIGHTS	\$182.33

CONSUMERS ENERGY	STREET LIGHTS	\$279.93
CONSUMERS ENERGY	DOUMAS PARK	\$28.76
CONSUMERS ENERGY	DOUMAS PARK	\$44.61
CONSUMERS ENERGY	STREET LIGHTS	\$686.55
CONSUMERS ENERGY	N OHIO WATER WELL	\$1,053.05
CONSUMERS ENERGY	DICKERSON LIFT STATION	\$108.71
CONSUMERS ENERGY	INDUSTRIAL PARK ENTRANCE	\$55.04
CONSUMERS ENERGY	MILLBOCKER LIFT STATION	\$102.04
CONSUMERS ENERGY	WISCONSIN WATER TOWER	\$63.17
CONSUMERS ENERGY	DICKERSON WATER WELL	\$1,643.31
CONSUMERS ENERGY	COMMERCE LIFT STATION	\$87.39
CONSUMERS ENERGY	S OTSEGO LIGHTS	\$192.72
CROSSROADS	CITY TAXES MAILING	\$1,479.35
DANIEL GOERTZ	MILEAGE REIMBURSEMENT FOR CONFERENCE	\$288.10
DELAGE LANDEN	CITY HALL COPIER	\$613.30
DISCOUNT TIRE	MOTOR POOL VEHICLES	\$440.00
DONOHUE & ASSOCIATES	WWTP FACILITY STUDY	\$9,970.00
DORNBOS SIGN & SAFETY INC.	LOCAL STREETS	\$303.23
DTE	DPW	\$169.20
DTE	DPW POLE BARN	\$57.05
DTE	CENTER WELL HOUSE	\$60.42
DTE	WWTP	\$883.64
DTE	WATER WELL	\$61.27
DTE	CITY HALL	\$253.51
DTE	MCVANNEL LIFT STATION	\$83.20
DTE	MEIJER LIFT STATION	\$57.05
DTE	DICKERSON LIFT STATION	\$63.80
EF WILKINSON & SONS	ELKVIEW EXPANSION OF ASPEN PARK	\$269,004.37
FIRST NATIONAL BANKCARD	CITY DEPARTMENTS	\$2,179.33
FIRST NATIONAL BANKCARD	CITY DEPARTMENTS	\$918.09
FIRST NET AT&T	PD PHONES	\$643.68
ETNA SUPPLY COMPANY	WATER DEPT SUPPLIES	\$844.00
FORD CREDIT MUNICIPAL FINANCE	PD SANE VEHICLE #6003007	\$613.32
FRONTIER	LIFT STATION PHONES	\$754.77
GAYLORD MACHINE & FABRICATION	V PLOW - WWTP	\$364.80
GILLROYS	CITY DEPT SUPPLIES	\$874.64
GRAND ENVIRONMENTAL	ASBESTOS INSPECTION	\$2,300.00
GREAT LAKES ENERGY	M32 W LIFT STATION	\$427.00
GREAT LAKES ENERGY	S OTSEGO LIFT STATION	\$147.00
GREAT LAKES ENERGY	M32 E HIDDEN VALLEY LIFT STATION	\$175.00
GREAT LAKES ENERGY	STREET LIGHTS	\$13.02
GREAT LAKES ENERGY	STREET LIGHTS	\$695.00
GREAT LAKES ENERGY	COTTONTAIL LIFT STATION	\$76.59
GREAT LAKES ENERGY	COTTONTAIL LIGHTS/IRRIGATION	\$164.15
GREAT LAKES ENERGY	M32 E WOODS LIFT STATION	\$86.40
GREAT LAKES ENERGY	MEIJER LIFT STATION	\$187.52

GREAT LAKES PIPE & SUPPLY	WWTP SUPPLIES	\$104.85
HARDIES ELECTRIC, INC	WATER DEPT WELL #05	\$31,800.00
HEWITT, TRAVIS	CITY HALL CLEANING	\$1,100.00
HOME DEPOT CREDIT SERVICES	CITY DEPARTMENT SUPPLIES	\$361.70
HUNGERFORD	ANNUAL AUDIT SERVICES	\$5,000.00
INTEGRATED CONTROLS INC.	WATER DEPT MONTHLY SCADA NOVEMBER	\$156.00
J&H FAMILY STORES	PD FUEL/MOTOR POOL	\$6,372.05
JAKE & JILLS, BBQ	STAFF LUNCHEON	\$333.73
JENNIFER MOLSKI	MAMC CLERK MASTER INSTITUTE	\$142.04
JENSEN'S ANIMAL HOSPITAL	ELK HERD SAMPLING	\$18.00
JIM WERNIG INC.	PD VEHICLE #11 (SANE VEHICLE)	\$322.69
JWC ENVIRONMENTAL	WWTP	\$33,433.50
KCI	ASSESSMENT NOTICE/PROPERTY STATEMENTS	\$1,264.19
KIRKPATRICK DUBOIS & SLOUGH	CITY ATTORNEY FEES	\$2,538.00
L.S. ENGINEERING	SITE PLAN REVIEWS/METRO PERMITS	\$3,357.50
LAWSON PRODUCTS, INC.	DPW SHOP SUPPLIES	\$1,140.37
LEAF	DPW COPIER	\$82.03
LED LIGHTING SOLUTIONS	CROSSWALK SIGN/HOSPITAL	\$2,772.03
LITTLE GUYS TRASH CO	CITY HALL SANITATION	\$150.00
MEYER ACE HARDWARE	WWTP GENERATOR	\$899.99
MICHIGAN STATE UNIVERSITY	HEWITT ZONING ADMN PROGRAM/PLANNER	\$825.00
MID-STATES BOLT & SCREW CO.	DPW SHOP SUPPLIES	\$118.13
NEW CENTURY SIGNS	DECALS - DPW	\$74.25
NORTH POINTE PLUMBING & HEATING	WELL HOUSE #6	\$665.99
NORTHERN ENERGY INC	SHOP - GRS STARPLEX/FLUID/SOLVENT	\$232.74
OPERATIONS SERVICES	WATER DEPT OVERSIGHT/CONSULT	\$760.00
OTSEGO COUNTY	CITY HALL INTERNET	\$75.00
ODS THE DOOR SPECIALISTS	MAINTENANCE ON GARAGE DOOR	\$2,285.64
PEERLESS MIDWEST INC	ANNUAL WELL/PUMP TESTING	\$1,500.00
PRODUCTIVITY PLUS ACCOUNT	MOTOR POOL PARTS	\$180.55
SCIENTIFIC	MOTOR POOL#2381	\$25.83
STATE OF MICHIGAN	STATEWIDE RECORDS MANAGEMENT	\$2,600.00
STATE OF MICHIGAN	ELEVATOR CERTIFICATE RENEWAL #046727	\$319.30
STATE OF MICHIGAN	SOUTH OTSEGO PROJECT	\$5,010.86
STERICYCLE, INC	CITY HALL SHREDDING SERVICES	\$118.92
SLC METER LLC	WATER DEPT SUPPLIES	\$6,645.65
SPARTAN SEWER	ASPEN PARK POLYJOHN - NOVEMBER	\$375.00
SPECTRUM	WATER FILL STATION	\$119.98
SPECTRUM	CITY HALL	\$134.30
SPECTRUM	WWTP	\$159.98
SPECTRUM	DPW	\$204.24
STATE INDUSTRIAL PRODUCTS	WWTP SUPPLIES	\$482.51
SURE STOP AUTO AND TRUCK CENTER	MOTOR POOL	\$120.24
SWAN ELECTRIC	LIFT STATION LEVEL SENSOR	\$1,436.29
TELNET WORLDWIDE	CITY HALL PHONES	\$206.77
THE SAFETY COMPANY	MOTOR POOL #3300	\$1,161.75

TRUCK & TRAILER SPECIALTIES OF	MOTOR POOL #1538	\$561.88
U.S. BANK NA	PD COPIER	\$453.08
UNIFIRST CORPORATION	UNIFORMS/DPW/CITY HALL	\$773.99
UNIFIRST FIRST AID + SAFETY	DPW SHOP SUPPLIES	\$104.67
USA BLUEBOOK	WWTP SUPPLIES	\$641.94
WASH N GO MANAGEMENT	PD VEHICLE MAINTENANCE	\$88.00
WILBER AUTOMOTIVE SUPPLY INC.	WWTP/PD/MOTOR POOL	\$589.45
WOLVERINE POWER SUPPLY	GENERATOR MAINT/HOBBY LOBBY UNIT	\$275.50
GRAND TOTAL		\$497,854.94

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Ouellette to suspend selling parking permits downtown and have staff put up signs for overnight parking. City staff will write a policy based on Chief Claeys recommendation and present at a future council meeting for approval.

No other business was presented, and the meeting was adjourned at 7:28 p.m.

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Jennifer Molski, City Clerk

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Todd Sharrard, Mayor



**Order Confirmation**  
**Not an Invoice**

<b>Account Number:</b>	544870
<b>Customer Name:</b>	City Of Gaylord
<b>Customer Address:</b>	City Of Gaylord 305 East Main Street GAYLORD MI 49735
<b>Contact Name:</b>	City Of Gaylord
<b>Contact Phone:</b>	9897324060
<b>Contact Email:</b>	
<b>PO Number:</b>	Brownfield Redev. Au

<b>Date:</b>	11/22/2024
<b>Order Number:</b>	10796341
<b>Prepayment Amount:</b>	\$ 0.00

<b>Column Count:</b>	2.0000
<b>Line Count:</b>	26.0000
<b>Height in Inches:</b>	0.0000

Print			
Product	#Insertions	Start - End	Category
PET Gaylord Herald-Times	1	11/26/2024 - 11/26/2024	Public Notices
PET petoskeynews.com	1	11/26/2024 - 11/26/2024	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$70.84
Tax Amount	\$0.00
Service Fee 3.99%	\$2.83
Cash/Check/ACH Discount	-\$2.83
Payment Amount by Cash/Check/ACH	\$70.84
Payment Amount by Credit Card	\$73.67

<b>Order Confirmation Amount</b>	<b>\$70.84</b>
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**Ad Preview**

## NOTICE OF PUBLIC HEARING

### APPROVAL OF BROWNFIELD REDEVELOPMENT AUTHORITY (BRA)

Notice is hereby given pursuant to Act No. 381 of the Public Acts of the State of Michigan of 1996, as amended, that the Gaylord City Council will hold a public hearing at 7:00 p.m. on Monday, December 9, 2024 in the City Council Chambers, located at 305 East Main Street, Gaylord, Michigan, for the consideration of the approval of a Brownfield Redevelopment Authority (BRA)

Approval of a Brownfield Redevelopment Authority will allow the City to identify and treat environmentally distressed, functionally obsolete and/or blighted areas and promote revitalization within the municipal city limits of Gaylord.

Written and oral comments will be heard during the public hearing. Written comments can be mailed to the attention of the Gaylord City Council, City of Gaylord, 305 East Main Street, Gaylord, MI 49735 or via email at [molskij@cityofgaylord.org](mailto:molskij@cityofgaylord.org)

Jennifer Molski, City Clerk

