

January 12, 2026

Mayor Sharrard opened the regular meeting of the Gaylord City Council with a prayer by Councilmember Wilson at 7:00PM on Monday, January 12, 2026. 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, Techel, Kennedy and Wilson

Motion by Ouellette, supported by Awrey to dispense with the reading of the minutes from the December 8, 2025 meeting and accept them as presented.

Ayes: Unanimous. Motion Carried.

Public Comment: None

Old Business: None

New Business:

After a discussion with Attorney Slough, it was decided that Standing Committees will be referred to as Ad Hoc Committees. All council members agreed.

Motion by Jaques, supported by Wilson to approve the dissolution of the 2025 Ad Hoc Committees as presented.

Ayes: Unanimous. Motion Carried.

Motion by Ouellette, supported by Wilson to approve the Appointments of the 2026 Ad Hoc Committees as presented.

Ayes: Unanimous. Motion Carried.

Motion by Jaques, supported by Ouellette to approve Councilwoman Techel as the Liaison for 2026.

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Jaques to approve the appointment of Paul Welitzkin to the Salary Compensation Commission for a 5-year term.

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Jaques to approve the appointment of Councilman Ouellette, as Mayor Pro Tem for a 2-year term.

Ayes: Unanimous. Motion Carried.

Motion by Awrey, supported by Wilson to approve the appointment of Joshua Meyerson as the 2026 City Health Officer.

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Jaques to approve the appointment of Tim Rygwelski to the Brownfield Redevelopment Authority Board.

Ayes: Unanimous. Motion Carried.

Motion by Jaques, supported by Wilson to approve the Agreement for Temporary Certified Operator Supervision provided by Michigan Rural Water Association (MRWA).

Ayes: Unanimous. Motion Carried.

Motion by Awrey, supported by Techel to approve the following Guideline Resolution for Poverty Exemption:

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the City Council; and

**WHEREAS**, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 191 of 2023 (MCL 211.7u); and

**WHEREAS**, pursuant to PA 191 of 2023, the City of Gaylord, Otsego County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File Michigan Department of Treasury Forms: Form 5737 Application for MCL 211.7u Poverty Exemption, Form 4988 Poverty Exemption Affidavit and Form 5739 Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty and Form 5739 Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty along with all required additional documentation requested with the assessor or Board of Review.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the 2026 federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Size of Family Unit Poverty Guidelines

1 \$15,650  
2 \$21,150  
3 \$26,650  
4 \$32,150  
5 \$37,650  
6 \$43,150  
7 \$48,650  
8 \$54,150

For each additional person \$5,500

Ayes: Unanimous. Motion Carried.

Motion by Jaques, supported by Wilson to approve the Performance Resolution for Municipalities.

Ayes: Unanimous. Motion Carried.

Motion by Wilson, supported by Jaques to approve the following expenditures in the amount of \$ \$306,785.05:

VENDOR	DESCRIPTION	AMOUNT
24/7	WWTP - SHELDON STREET (JET SERVICE)	\$835.00
ADAMS CARPET CLEANING INC.	CITY HALL WINDOW CLEANING	\$595.00
ADVANCE ELECTRIC INC.	CITY DEPT SUPPLIES	\$4,608.56
AIRGAS USA LLC	DPW SHOP SUPPLIES	\$91.94
AT&T	WWTP PHONES	\$50.97
BADGER METER INC.	WATER DEPT HOSTING/CELLULAR SERVICE	\$1,838.54
BLUE LINE TECHNOLOGIES	ACCREDITATION MANAGEMENT SERVICES	\$600.00
C2AE	ASPEN PARK EXPANSION & RENOVATION	\$580.00
C2AE	2025 GENERAL SERVICES	\$2,142.68
CITY OF GAYLORD	CITY HALL	\$69.41
CITY OF GAYLORD	DPW	\$70.92
CITY OF GAYLORD	ELKVIEW PARK	\$54.83
COMPASS MINERALS	SALT	\$37,458.07
CONSUMERS ENERGY	1179 ELKVIEW	\$897.68
CONSUMERS ENERGY	DPW	\$711.41
CONSUMERS ENERGY	DPW BARN	\$88.07
CONSUMERS ENERGY	FAIRVIEW WATER TOWER	\$47.48
CONSUMERS ENERGY	CITY HALL	\$2,615.11
CONSUMERS ENERGY	N HAZEL WATER WELL	\$799.21
CONSUMERS ENERGY	N OTSEGO WATER WELL	\$1,660.72
CONSUMERS ENERGY	WATER DEPT	\$33.16
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$39.99
CONSUMERS ENERGY	FAIRVIEW CEMETERY	\$30.38
CONSUMERS ENERGY	PAVILION	\$312.78
CONSUMERS ENERGY	PAVILION	\$29.07

CONSUMERS ENERGY	PAVILION	\$29.07
CONSUMERS ENERGY	FREEL PARK	\$35.27
CONSUMERS ENERGY	ASPEN PARK	\$142.73
CONSUMERS ENERGY	HALE PARK	\$55.95
CONSUMERS ENERGY	DDA RESTROOMS	\$885.91
CONSUMERS ENERGY	123 S COURT	\$361.27
CONSUMERS ENERGY	WWTP	\$14,205.58
CONSUMERS ENERGY	STREET LIGHTS	\$596.26
CONSUMERS ENERGY	EDELWEISS IRRIGATION	\$142.64
CONSUMERS ENERGY	STREET LIGHTS	\$466.85
CONSUMERS ENERGY	STREET LIGHTS	\$92.45
CONSUMERS ENERGY	STREET LIGHTS	\$244.89
CONSUMERS ENERGY	STREET LIGHTS	\$392.67
CONSUMERS ENERGY	DOUMAS PARK	\$29.07
CONSUMERS ENERGY	DOUMAS PARK	\$34.93
CONSUMERS ENERGY	STREET LIGHTS	\$613.27
CONSUMERS ENERGY	LED LIGHTS	\$3,003.58
CONSUMERS ENERGY	N OHIO WATER WELL	\$960.82
CONSUMERS ENERGY	DICKERSON LIFT STATION	\$308.14
CONSUMERS ENERGY	INDUSTRIAL PARK ENTRANCE	\$33.64
CONSUMERS ENERGY	MILLBOCKER LIFT STATION	\$345.33
CONSUMERS ENERGY	WISCONSIN WATER TOWER	\$184.35
CONSUMERS ENERGY	DICKERSON WATER WELL	\$1,973.93
CONSUMERS ENERGY	COMMERCE LIFT STATION	\$134.33
CONSUMERS ENERGY	S OTSEGO LIGHTS	\$1,178.84
CROSSROADS INDUSTRIES INC	CITY TAXES MAILING	\$1,661.07
DELAGE LANDEN	CITY HALL COPIER	\$613.30
DELTA COLLEGE	INSTRUCTOR RECERTIFICATION COURSE (PRAY)	\$375.00
DERRICK KOSCIELNIAK	CDL REIMBURSEMENT	\$25.00
DETROIT PUMP & MFG CO	TMC SERVICE - PUMP REPAIR FLOWSERVE	\$41,837.00
DTE	PAVILION	\$110.31
DTE	DPW	\$984.85
DTE	DPW POLE BARN	\$112.06
DTE	CENTER WELL HOUSE	\$68.92
DTE	WWTP	\$728.54
DTE	WATER WELL	\$111.19
DTE	CITY HALL	\$582.37
DTE	MCVANNEL LIFT STATION	\$53.06
DTE	MEIJER LIFT STATION	\$53.06
DTE	DICKERSON LIFT STATION	\$59.22
DTE	ELKVIEW PARK	\$112.25
EGLE- BIO	BIOSOLIDS LAND APP FEE - WWTP	\$2,010.29
EJ USA INC	WATER DEPT SUPPLIES	\$646.23
ELECTION SOURCE	ICP/ICX ANNUAL MAINTENACE CONTRACT FEE	\$1,365.00
ELHORN ENGINEERING CO	WELL CHEMICALS	\$3,890.65
ELMERS CRANE AND DOZER	CONCRETE FOR SIDEWALKS	\$478.13
ENLOW ENVIRO LLC	WWTP SUPPLIES	\$698.77

FIRST NATIONAL BANKCARD	CITY DEPARTMENTS	\$2,035.73
FIRST NATIONAL BANKCARD	CITY DEPARTMENTS	\$714.18
FIRST NET AT&T	PD PHONES	\$1,064.85
FORD CREDIT MUNICIPAL FINANCE	PD SANE VEHICLE #6003007	\$613.32
FRONTIER	LIFT STATION PHONES	\$1,151.80
GANNETT MICHIGAN LOCALIQ	PUBLISHING	\$178.21
GAYLORD COLLISION	2025 CHEVY SILVERADO	\$8,334.70
GILL-ROY'S COMPLETE HARDWARE	WWTP/WATER/DPW	\$1,117.71
GORDON FOOD SERVICE INC	ELK PARK	\$227.96
GREAT LAKES ENERGY	M32 W LIFT STATION	\$613.00
GREAT LAKES ENERGY	S OTSEGO LIFT STATION	\$324.00
GREAT LAKES ENERGY	M32 E HIDDEN VALLEY LIFT STATION	\$371.00
GREAT LAKES ENERGY	STREET LIGHTS	\$14.77
GREAT LAKES ENERGY	STREET LIGHTS	\$788.00
GREAT LAKES ENERGY	COTTONTAIL LIFT STATION	\$117.42
GREAT LAKES ENERGY	COTTONTAIL LIGHTS/IRRIGATION	\$196.05
GREAT LAKES ENERGY	M32 E WOODS LIFT STATION	\$263.69
GREAT LAKES ENERGY	MEIJER LIFT STATION	\$323.26
TRAVIS HEWITT	CITY HALL CLEANING	\$1,375.00
HOME DEPOT CREDIT SERVICES	DPW SHOP SUPPLIES	\$381.08
HUNGERFORD NICHOLS	AUDIT - PROGRESS BILLING #3	\$15,000.00
INTEGRATED CONTROLS INC.	WATER DEPT - MONTHLY SCADA - DECEMBER	\$156.00
JAKE AND JILL'S	STAFF LUNCHEON	\$337.97
JIM WERNIG INC.	SANE VEHICLE PARTS	\$119.45
JLH FENCE	FINAL PAYMENT FOR WELL HOUSE ENCLOSURE	\$12,720.00
JOHNSON OIL COMPANY OF GAYLORD	FUEL	\$5,398.55
JP HEATING OF NORTHERN MICHIGAN	DPW UNIT HEATER MAINTENANCE (JOB#36531)	\$4,596.00
JWC ENVIRONMENTAL	WWTP - WIPES READY MONSTER UPDGRADE	\$37,116.06
KALMBACH FEEDS, INC	ELK FEED	\$3,745.07
KCI	PERSONAL PROPERTY STATEMENT MAILING	\$341.12
KIESLER POLICE SUPPLY	AMMO	\$1,209.90
KIM AWREY	VEHICLE REIMBURSEMENT	\$500.00
KIMBALL MIDWEST	DPW SHOP SUPPLIES	\$1,827.46
KIRKPATRICK DUBOIS & SLOUGH PLC	CITY ATTORNEY FEES	\$3,916.40
L.S. ENGINEERING, INC.	N. CENTER SMALL URBAN DESIGN	\$1,360.00
L.S. ENGINEERING, INC.	SITE PLAN REVIEWS	\$892.50
L.S. ENGINEERING, INC.	METRO PERMITS	\$2,550.00
LEAF	DPW COPIER	\$170.61
LITTLE GUYS TRASH CO.	CITY HALL SANITATION	\$206.00
LOWE'S	DPW/STREET SIGNS	\$33.77
MARCOR TECHNOLOGIES, LLC	REMOTE MONITORING & MANAGEMENT	\$66.00
MEIJER	EMPLOYEE CARDS	\$4,000.00
MICHIGAN MUNICIPAL LEAGUE	NEWLY ELECTED OFFICIALS TRAINING	\$220.00
MICHIGAN RURAL WATER ASSOC.	2026 ANNUAL CONFERENCE WATER/WWTP	\$1,305.00
MID NORTH PRINTING	WATER DEPT FORMS	\$320.30
MORRIS MACHINE SERVICES LLC	WWTP - REPAIR BLOWERS	\$1,750.00

MWEA	2026 ANNUAL CONFERENCE (DOWKER)	\$450.00
NORTHERN ENERGY INC	DPW SHOP SUPPLIES	\$511.20
NYE UNIFORM CO	PD UNIFORMS	\$507.24
OTSEGO COUNTY	CITY HALL INTERNET	\$75.00
ODS THE DOOR SPECIALISTS	DPW SHOP DOOR	\$3,677.33
OPERATIONS SERVICES INC	WATER SYSTEM OVERSIGHT/CONSULT	\$680.00
OTSEGO COUNTY CLERK	NOVEMBER 2025 ELECTION	\$3,348.54
PEERLESS-MIDWEST INC.	BACKGROUND STUDY, ARI DETERM AND TWAL	\$10,750.00
POMP'S TIRE SERVICE, INC.	MOTOR POOL	\$694.42
POWERPLAN	MOTOR POOL PARTS	\$43.29
PRODUCTIVITY PLUS ACCOUNT	MOTOR POOL	\$2,623.59
PURITY CYLINDER GASES INC	DPW SHOP SUPPLIES	\$23.66
ROYAL TRUCK & TRAILER	MOTOR POOL #2371 #2377	\$202.98
SCIENTIFIC	MOTOR POOL PARTS	\$988.65
SERRA FORD GAYLORD	PD VEHICLE #04	\$299.56
SOARING EAGLE RESORT	MRWA CONFERENCE	\$1,940.76
STERICYCLE, INC	CITY HALL SHREDDING SERVICES	\$130.31
SNETHKAMP	PD CHARGER	\$897.38
SHRM	PROFESSIONAL MEMBERSHIP (E. PETERS)	\$299.00
SPARTAN SEWER	ASPEN PARK POLYJOHN - DECEMBER	\$575.00
SPECTRUM	WATER FILL STATION	\$119.99
SPECTRUM	CITY HALL	\$136.47
SPECTRUM	WWTP	\$159.99
SPECTRUM	DPW	\$218.03
STANDARD ELECTRIC COMPANY	DPW SUPPLIES	\$13.20
STATE INDUSTRIAL PRODUCTS	WWTP SUPPLIES	\$235.07
STATE OF MICHIGAN	MIDEAL #108 MEMBERSHIP	\$180.00
STATE OF MICHIGAN	STATEWIDE RECORDS MANAGEMENT	\$3,000.00
STATE OF MICHIGAN	PD DRY GAS FOR BREATHALIZERS	\$140.00
SWAN ELECTRIC	WWTP - BLOWER MOTOR MAINT/HEATER	\$731.98
TELNET WORLDWIDE	CITY HALL TELEPHONES	\$187.01
TOTAL LAWN CARE OF GAYLORD, LLC	ELK PARK SNOW REMOVAL	\$2,420.00
TRUCK & TRAILER SPECIALTIES OF	MOTOR POOL #2371 #2377	\$4,185.03
UNIFIRST CORPORATION	DPW/CITY HALL/UNIFORMS	\$1,629.07
US BANK EQUIPMENT FINANCE	PD COPIER	\$382.60
USA BLUEBOOK	WWTP SUPPLIES	\$901.89
VERIZON	PD / HYDRANT MONITORING	\$360.09
VISUAL EDGE	CITY HALL COPIER STAPLES	\$110.99
WADE-TRIM	SURVEY - PARCEL # 010-009-400-003-00	\$1,500.00
WASH-N-GO MANAGEMENT INC	PD VEHICLES	\$216.00
WILBER AUTOMOTIVE SUPPLY INC.	PD/DPW/MOTOR POOL	\$1,886.82

Ayes: Unanimous. Motion Carried.

No other business was presented, and the meeting was adjourned at 7:20 p.m.

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Jennifer Molski, City Clerk

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Todd Sharrard, Mayor