

June 22, 2026

Mayor Sharrard opened the regular meeting of the Gaylord City Council with a prayer by Councilmember Awrey at 7:00PM on Monday, June 22, 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, Kennedy, Jaques, Witt and Welitzkin

Members Absent: None

Motion by Witt, supported by Jaques to dispense with the reading of the minutes from the June 8, 2026 meeting and accept them as presented.

Ayes: Unanimous. Motion Carried.

Public Comment: S. Loubert, A. Hamilton, C. Ryder, C. Richter, C. Gibson, I. Murphy, J. Flint, C. Parkes, E. Platte, M. Hansen and B. Heska all spoke during public comment.

Unfinished Business: None.

New Business:

Motion by Witt, supported by Jaques to approve the Retirement Proclamation for Chief Frank Claeys.

Ayes: Unanimous. Motion Carried.

Motion by Jaques, supported by Welitzkin to approve the Marihuana License Renewal for Meds Café at 115 S. Wisconsin. Councilmember Witt abstained from voting.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Ouellette, to approve the Outdoor Café Permit for Iron Pig at 143 W. Main Street with the following condition (1) provide certificate of insurance.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Awrey to approve the Liquor License Request from Iron Pig at 143 W. Main Street.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Jaques, approving the following Annexation of Property (Alpen Bluffs):

On September 9, 2021, the Township of Bagley entered into an Agreement for Transfer of Property Pursuant to P.A. 1984 No. 425 with the City of Gaylord, which was amended three times on the following dates: November 15, 2021; July 12, 2022; and January 9, 2023 ("the agreement"). Under the agreement, the Township of Bagley agreed that it would resolve to annex certain property described below to the City of Gaylord under MCL 117.9(8) upon substantial completion of proposed development on the above referenced parcel.

The Bagley Township Clerk has received a Petition requesting that the Bagley Township Board approve the annexation of the property described below to the City of Gaylord. The Petition indicates there are no qualified voters residing on the property described below and it is signed by all the owners of the land in question. The Petition further waives notice of this proceeding.

NOW, THEREFORE, IT IS RESOLVED:

That the Gaylord City Council consents to and approves the annexation of the following described real property previously located in Bagley Township, Otsego County, Michigan, now located in the City of Gaylord, Otsego County, Michigan legally described as:

A parcel of land in the North 1/2 Section 3, T30N, R3W, Bagley Township, Otsego County, Michigan, being described as: Commencing at the North 1/4 corner of said Section 3, thence S0°44'43"E, 76.34' to the South right of way line of State Highway M-32 and the POINT OF BEGINNING; thence continuing S0°44'43"E, 155.53'; thence N89°29'02"E, 33.00'; thence S0°44'43"E, 1107.99'; thence N89°15'17"E, 480.00'; thence N0°44'43"W, 430.00'; thence S89°15'17"W, 430.00'; thence N0°44'43"W, 802.43'; thence 918.04' along the arc of a curve to the right along the South right of way line of State highway M-32, said curve having a radius of 7564.44' which bears S82°42'12"E, 917.47'; thence S89°29'20"W, 147.44'; thence S0°44'43"E, 181.48'; thence S89°29'02"W, 181.50'; thence S0°44'43"E, 198.45'; thence N89°29'02"E, 356.41'; thence S04°52'45"W, 63.31'; thence S0°15'14"E, 286.92'; thence N89°27'52"E, 66.16'; thence S0°15'14"E, 215.08'; thence S89°46'57"E, 205.00'; thence S0°15'32"E, 393.34' to the E-W 1/4 line of said Section; thence S00°35'16"E, 106.68'; thence N89°47'13"W, 205.02'; thence N00°34'15"W, 103.95' to the E-W 1/4 line of said Section; thence along said 1/4 line S89°23'19"W, 1071.28' to the Center of Section 3, thence continuing along said 1/4 line S89°23'15"W, 464.73'; thence N1°42'06"W, 1193.07'; thence N89°31'34"E, 258.49'; thence N0°04'22"E, 317.61' to the South right of way line of State Highway M-32, thence 221.95' along the arc of a curve to the right along the South right of way of State Highway M-32, said curve having a radius of 7589.44' which bears S87°39'45"E, 221.95' to the Point of Beginning. Containing 42.69 acres. This annexation is made pursuant to MCL 117.9(8) and the Agreement for Transfer of Property Pursuant to P.A. 1984 No. 425, as last amended, between the City of Gaylord and Township of Bagley.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Awrey to approve the following resolution (Alpen Bluffs):

**MDOT STORM WATER BASIN NEAR
254 LITTLE LEAGUE DRIVE
TAX PARCEL ID: 010-003-100-085-00**

The Bagley Township Clerk has received a Petition requesting that the Bagley Township Board approve the annexation of the property described below to the City of Gaylord. The Petition indicates there are no qualified voters residing on the property described below and it is signed by all the owners of the land in question. The Petition further waives notice of this proceeding.

NOW, THEREFORE, IT IS RESOLVED:

That the Gaylord City Council consents to and approves the annexation of the following described real property located in Bagley Township, Otsego County, Michigan: COMM @ N1/4 COR, TH N89°16'48"E 33', TH S0°15'01"E 88.06' TO POB, TH S0°15'01"E 1236.19', TH N89°44'59"E 480', TH N0°15'01"W 430', TH S89°44'59"W 430', TH N0°15'01"W 802.37', TH N85°22'11"W 49.65' TO POB. SEC 3, T30N-R3W. Tax Parcel Id No. 010-003-100-085-00.

This annexation is made pursuant to MCL 117.9(8).

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Jaques to approve the following Resolution to Establish Water and Sewer Rates for 2026-2027:

WHEREAS, pursuant to the provisions of the Complied Ordinances of the City of Gaylord, Section 25.004, subsection 5404, Number 3 and Section 25.510, subsection 5305.1 water and sewer rates shall be determined by City Council annually and approved by resolution; and

WHEREAS, the City of Gaylord has determined it necessary to adjust the water and sewer rates;

NOW, THEREFORE, BE IT RESOLVED THAT, City Council resolves the following Utility Bill Rate Schedule shall become effective July 1st, 2026.

PROPERTIES INSIDE THE CITY LIMITS							
	Water		Sewer				
	Consumption	Monthly	Consumption	Monthly	Monthly	Monthly	Min. Bill
Classification	Charge Per	Water	Charge Per	Sewer	WW	Water	No
	100 Cubic	Base	100 Cubic	Base	Rep/Main	Rep/Main	Usage
	Feet	Charge	Feet	Charge	Charge	Charge	
Residential	\$ 1.77	\$ 13.13	\$ 5.41	\$ 17.61	\$ 2.82	\$ 1.46	\$ 35.02
Institutional	\$ 1.77	\$ 40.88	\$ 5.41	\$ 47.56	\$ 12.39	\$ 6.49	\$ 107.32
Commercial	\$ 1.77	\$ 34.99	\$ 5.41	\$ 41.29	\$ 8.99	\$ 4.70	\$ 89.97
Manufacturing	\$ 1.77	\$ 38.45	\$ 5.41	\$ 46.00	\$ 11.52	\$ 6.03	\$ 102.00
Governmental	\$ 1.77	\$ 13.97	\$ 5.41	\$ 30.30	\$ 3.08	\$ 1.62	\$ 48.97

PROPERTIES OUTSIDE THE CITY LIMITS							
Residential	\$ 3.54	\$ 26.26	\$ 10.82	\$ 35.22	\$ 5.64	\$ 2.92	\$ 70.04
Institutional	\$ 3.54	\$ 81.76	\$ 10.82	\$ 95.12	\$ 24.78	\$ 12.98	\$ 214.64
Commercial	\$ 3.54	\$ 69.98	\$ 10.82	\$ 82.58	\$ 17.98	\$ 9.40	\$ 179.94
Manufacturing	\$ 3.54	\$ 76.90	\$ 10.82	\$ 92.00	\$ 23.04	\$ 12.06	\$ 204.00
Governmental	\$ 3.54	\$ 27.94	\$ 10.82	\$ 60.60	\$ 6.16	\$ 3.24	\$ 97.94

Ayes: Unanimous. Motion Carried.

Motion by Jaques, supported by Witt to approve the following Ethics Committee Appointments: Mayor, Councilmember Awrey and Dona Wishart.

Ayes: Unanimous. Motion Carried.

Motion by Witt, supported by Awrey to approve the attached budget adjustments:

Ayes: Unanimous. Motion Carried.

Councilmember Kennedy shared with council his reflections and observations on “how we do business.” Council was provided with a copy via email; the document is available in the clerk’s office.

No other business was presented, and the meeting was adjourned at 8:26 p.m.

Jennifer Molski, City Clerk

Todd Sharrard, Mayor

Budget Adjustments
Fiscal Year Ending 6.30.26

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 101 - GENERAL FUND					
DEPT 205 - AUDIT/BANK FEES					
101-205-807.00	Audit/Bank Fees	\$16,000	\$25,171	\$10,000	\$26,000
DEPT 225 - GENERAL ADMINISTRATION					
101-225-702.00	Salaries	\$86,750	\$87,577	\$8,000	\$94,750
101-225-714.00	Fringe Benefits	\$38,500	\$42,979	\$8,000	\$46,500
DEPT 247 - BOARD OF REVIEW					
101-247-702.00	Salaries	\$2,300	\$2,500	\$200	\$2,500
101-247-956.00	Miscellaneous	\$600	\$793	\$200	\$800
DEPT 248 -OFFICE SUPPLIES					
101-248-727.00	Office Supplies	\$121,000	\$75,500	(\$35,000)	\$86,000
DEPT 257 - ASSESSING					
101-257-818.00	Contractual Services	\$7,000	\$6,953	\$1,000	\$8,000
DEPT 262 - ELECTIONS					
101-262-702.00	Salaries	\$14,750	\$5,566	(\$7,000)	\$7,750
101-262-714.00	Fringe Benefits	\$4,000	\$1,588	(\$2,000)	\$2,000
101-262-727.00	Office Supplies	\$14,500	\$1,507	(\$10,000)	\$4,500
DEPT 266 - CITY ATTORNEY					
101-266-818.00	Contractual Services	\$35,000	\$46,906	\$18,000	\$53,000
DEPT 336 - FIRE SERVICES					
101-336-818.00	Contractual Services	\$207,000	\$245,231	\$38,500	\$245,500
DEPT 444 - SIDEWALK FUND					
101-444-702.00	Salaries	\$17,500	\$26,421	\$10,000	\$27,500
101-444-714.00	Fringe Benefits	\$12,000	\$17,946	\$7,000	\$19,000
101-444-775.00	Materials	\$250	\$1,372	\$2,000	\$2,250
101-444-940.00	Equipment Rental	\$36,500	\$45,282	\$10,000	\$46,500
DEPT 448 - STREET LIGHTING					
101-448-926.00	Street Lighting	\$75,000	\$117,973	\$44,000	\$119,000

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DEPT 528 - CURBSIDE RECYCLING					
101-528-818.00	Contractual Services	\$52,000	\$39,600	(\$10,000)	\$42,000
DEPT 529 - PROMOTIONAL					
101-529-880.01	Alpenfest	\$7,500	\$12,594	\$5,100	\$12,600
101-529-880.02	Christmas Decorations	\$2,250	\$3,604	\$1,400	\$3,650
101-529-880.10	Ice Storm Expenses	\$0	\$115,082	\$115,250	\$115,250
DEPT 535 - PARKING SYSTEM					
101-535-702.00	Salaries	\$41,500	\$58,093	\$21,500	\$63,000
101-535-714.00	Fringe Benefits	\$28,750	\$41,177	\$15,250	\$44,000
101-535-940.00	Equipment Rental	\$90,000	\$118,507	\$35,000	\$125,000
DEPT 721 - PLANNING COMMISSION					
101-721-702.00	Salaries	\$13,750	\$14,609	\$3,250	\$17,000
101-721-714.00	Fringe Benefits	\$3,750	\$3,942	\$1,250	\$5,000
101-721-900.00	Publishing	\$1,000	\$1,400	\$1,000	\$2,000
DEPT 751 - PARKS & RECREATION					
101-751-702.00	Salaries	\$33,000	\$32,867	\$6,000	\$39,000
101-751-714.00	Fringe Benefits	\$21,500	\$20,217	\$2,500	\$24,000
101-751-740.00	Operating Supplies	\$6,500	\$13,538	\$10,000	\$16,500
101-751-818.00	Contractual Services	\$30,000	\$47,485	\$20,000	\$50,000
101-751-818.00 - Elkview Park	Contractual Services	\$0	\$241,120	\$241,250	\$241,250
101-751-921.00	Electric Utility	\$5,200	\$7,116	\$2,000	\$7,200
101-751-927.00	Water Utility	\$3,000	\$3,220	\$250	\$3,250
GENERAL FUND					
			TOTAL PROPOSED AMENDMENTS		\$573,900
			ORIGINAL BUDGET		\$5,474,732
			TOTAL AMENDED BUDGET		\$6,048,632

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 202 - MAJOR STREETS FUND					

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DEPT 478 - WINTER MAINTENANCE					
202-478-702.00	Salaries	\$17,000	\$25,541	\$9,000	\$26,000
202-478-714.00	Fringe Benefits	\$10,500	\$15,860	\$5,500	\$16,000
DEPT 482 - ADMINISTRATION					
202-482-702.00	Salaries	\$12,000	\$13,341	\$3,500	\$15,500
202-482-714.00	Fringe Benefits	\$8,500	\$9,406	\$2,000	\$10,500
DEPT 486 - TRUNKLINE MAINTENANCE					
202-486-702.00	Salaries	\$2,000	\$3,879	\$2,500	\$4,500
202-486-714.00	Fringe Benefits	\$2,500	\$3,229	\$1,500	\$4,000
202-486-775.00	Materials	\$2,000	\$5,136	\$4,000	\$6,000
DEPT 488 - TRUNKLINE SWEEPING					
202-488-702.00	Salaries	\$2,000	\$2,935	\$1,500	\$3,500
202-488-702.01	Salaries	\$275	\$1,519	\$2,500	\$2,775
202-488-714.00	Fringe Benefits	\$1,225	\$3,161	\$3,000	\$4,225
202-488-940.00	Equipment Rental	\$5,500	\$14,819	\$11,000	\$16,500
DEPT 494 - TRUNKLINE TRAFFIC SIGNS					
202-494-702.00	Salaries	\$250	\$438	\$350	\$600
202-494-702.01	Salaries	\$150	\$271	\$250	\$400
202-494-714.00	Fringe Benefits	\$350	\$520	\$300	\$650
DEPT 498 - TRUNKLINE SNOW HAULING					
202-498-702.00	Salaries	\$100	\$102	\$10	\$110
202-498-702.01	Salaries	\$50	\$91	\$50	\$100
202-498-714.00	Fringe Benefits	\$100	\$147	\$50	\$150
202-498-775.00	Materials	\$0	\$302	\$310	\$310
202-498-940.00	Equipment Rental	\$2,500	\$2,818	\$320	\$2,820
MAJOR STREETS FUND			TOTAL PROPOSED AMENDMENTS		\$47,640
			ORIGINAL BUDGET		\$618,850
			TOTAL AMENDED BUDGET		\$666,490

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 203 - LOCAL STREETS FUND					

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DEPT 458 - STORM SEWER CONSTRUCTION					
203-458-702.00	Salaries	\$0	\$262	\$300	\$300
203-458-714.00	Fringe Benefits	\$0	\$162	\$200	\$200
203-458-940.00	Equipment Rental	\$0	\$180	\$200	\$200
DEPT 463 - ROUTINE MAINTENANCE					
203-463-702.00	Salaries	\$19,750	\$33,729	\$16,750	\$36,500
203-463-714.00	Fringe Benefits	\$14,000	\$26,709	\$15,000	\$29,000
DEPT 478 - WINTER MAINTENANCE					
203-478-702.00	Salaries	\$25,000	\$36,069	\$11,250	\$36,250
203-478-714.00	Fringe Benefits	\$15,750	\$24,096	\$8,500	\$24,250
203-478-940.00	Equipment Rental	\$65,000	\$89,176	\$24,250	\$89,250
DEPT 482 - ADMINISTRATION					
203-482-702.00	Salaries	\$4,750	\$5,442	\$1,750	\$6,500
203-482-714.00	Fringe Benefits	\$3,500	\$3,951	\$1,500	\$5,000
LOCAL STREETS FUND			TOTAL PROPOSED AMENDMENTS		\$79,700
			ORIGINAL BUDGET		\$242,900
			TOTAL AMENDED BUDGET		\$322,600

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 204 - MUNICIPAL STREET FUND					
DEPT 442 - STREET CONSTRUCTION					
204-452-818.00	Contractual Services	\$0	\$289,800	\$289,800	\$289,800
204-452-818.00	Contractual Services	\$82,000	\$6,725	\$200,000	\$282,000
MUNICIPAL STREET FUND			TOTAL PROPOSED EXPENDITURE AMENDMENTS		\$489,800
			ORIGINAL EXPENDITURE BUDGET		\$483,000
			TOTAL AMENDED EXPENDITURE BUDGET		\$972,800

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GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 412 - INDUSTRIAL PARK FUND					
DEPT 441 - DPW					
412-441-807.00	Audit/Bank Fees	\$0	\$1,144	\$2,000	\$2,000
412-441-818.00	Contractual Services	\$0	\$5,181	\$5,500	\$5,500
INDUSTRIAL PARK FUND					
TOTAL PROPOSED EXPENDITURE AMENDMENTS					\$7,500
ORIGINAL EXPENDITURE BUDGET					\$0
TOTAL AMENDED EXPENDITURE BUDGET					\$7,500

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE THRU 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 590 - WASTEWATER FUND					
DEPT 548- GENERAL OPERATIONS					
590-548-740.00	Operating Supplies	\$125,000	\$202,100	\$100,000	\$225,000
590-548-818.00	Contractual Services	\$215,000	\$376,542	\$200,000	\$415,000
Wastewater Fund					
TOTAL PROPOSED AMENDMENTS					\$300,000
ORIGINAL BUDGET					\$1,579,544
TOTAL AMENDED BUDGET					\$1,879,544

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GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR TO DATE THRU 6.22.26	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
FUND 591 - WATER FUND					
DEPT 548- GENERAL OPERATIONS					
591-556-740.00	Operating Supplies	\$100,000	\$205,172	\$125,000	\$225,000
591-556-818.00	Contractual Services	\$105,000	\$166,154	\$75,000	\$180,000
591-556-818.00-TMF Grant	Contractual Services	\$0	\$27,665	\$30,000	\$30,000
DEPT 901- MAIN CONSTRUCTION					
591-901-702.00	Salaries	\$1,250	\$1,968	\$2,000	\$3,250
591-901-714.00	Fringe Benefits	\$650	\$1,405	\$2,000	\$2,650
	Water Fund			TOTAL PROPOSED AMENDMENTS	\$234,000
				ORIGINAL BUDGET	\$913,784
				TOTAL AMENDED BUDGET	\$1,147,784