



**GLADSTONE CITY COMMISSION
REGULAR MEETING
City Hall Chambers 1100 Delta Avenue
January 9, 2023
6:00 PM
AGENDA**

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance
- C. Roll Call

II. PUBLIC HEARINGS

III. PUBLIC COMMENT

IV. CONFLICT OF INTERESTS

V. CONSENT AGENDA

- A. Parks & Recreation Meeting Minutes of November 1, 2022
- B. City Commission Special Meeting Minutes of December 7, 2022
- C. City Commission Regular Meeting Minutes of December 12, 2022
- D. Board of Review Meeting Minutes of December 13, 2022
- E. Board of Review Meeting Minutes of December 16, 2022
- F. City Payment of Bills

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

- A. Proposed Ordinance Amendment No. 2023-625
- B. Soo Line Train Engine Maintenance Agreement
- C. MERS Administrative Services Agreement
- D. Change Order No. 3 for Wastewater Treatment Plant Improvements

VIII. CITY MANAGER'S REPORT

IX. CITY COMMISSION & COMMITTEE REPORTS

X. BOARDS & COMMISSION REPORTS

XI. CITY COMMISSIONER COMMENTS

XII. CITY CLERK COMMENTS

XIII. CLOSED SESSIONS

XIV. ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

[Posted :01-05-2023](#)

Kimberly Berry, MiPMC
906-428-2311
kberry@gladstonemi.org

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS
(Excerpt from City Commission Rules of Procedure Adopted: 11-25-2019)

A. Public Comment / Public Hearings

At regular and special meetings of the commission, individuals wishing to be heard may address the commission during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker shall state name and address for the record.
2. Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary.
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the commission.
4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the commission again for the remainder of the meeting; continued disruption will warrant removal from the meeting.
5. The commission shall not decide issues that arise during public comment.
6. Speakers should address the commission through the presiding officer.
7. Commissioners and staff will not debate with the public.
8. Speakers will not verbally attack City Commissioners, City Staff or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by Public Safety for noncompliance.
9. No vulgar or obscene language will be used by the speakers.
10. Any information the speaker wants to distribute to the Commission must first ask the Chair (Mayor) if they may present the Commission written comments at the meeting.
11. Speakers may not ask questions of the board during this time as the Commission or Staff will not address them during this public comment period.

PARKS & RECREATION ADVISORY BOARD

November 1, 2022

Minutes

6:30pm

1. MEETING CALL TO ORDER: 6:33pm

2. ROLL CALL: Stacie Carter, Jay Bostwick, Anne Pfotenhauer, Bob Bosk, Gary Stevenson

Others: Jason Davis

3. APPROVAL OF MINUTES: October 11th, 2022

Motion made by Stacie Carter to approve the minutes for the October 11th, 2022.

Recreation Board meeting and supported by Bob Bosk at 6:34pm.

4. CALL TO THE PUBLIC: None

5. STAFF REPORT:

a. Miscellaneous Announcements and Reports:

1. Director Davis gave an update on work in the parks. There will be 28 trees planted in the parks soon as the trees are delivered 11-1-22. Sixty-four stumps will be ground by Rein Tree, LLC

2. Financial Statements: None

6. BOARD ANNOUNCEMENTS & REPORTS: None

7. CORRESPONDENCE: None

8. OLD BUSINESS:

- a. Jones/Radford Property- Director Davis discussed the motion that was made by the Commissioners at the last Commission meeting. Mayor Thompson made a motion to have Davis contact the Radford brothers and invite them to meet to discuss the lease with the committee by the November 21st Commission meeting.

Davis contacted Mr. Radford and he will get back to him in a week or two with an answer.

9. NEW BUSINESS:

- a. Trunk or Treat- Davis gave an update on the Trunk or Treat event that took place at the Ski Hill on 10-29-22. Sixteen cars were registered for the event. There were also last-minute cars, increasing that total. Approximately 500 kids attended (plus adults). Four prizes were given away, including 1st, 2nd and 3rd place car decorating as well as a grand prize for best costume. Ideas generated to consider next year included adding parking lot signs, inviting food trucks, having a pumpkin rolling contest and other games and possibly a hot air balloon. See attachment #1
- b. Pump Track Grand Opening- Davis gave an update on the Grand Opening of the Pump Track scheduled May 2023.
- c. SPARKS Grant- The first round of the SPARKS grant to fund the rebuilding of the Boardwalk is due December 19, 2022. Individual grant amounts range from \$100,000 to \$1,000,000, which will be distributed in three rounds. The Parks Dept. will be requesting approximately \$400,000 in this first round. Director Davis stated he is requesting updated quotes for this grant request. The grant rolls over each round (x3), so there is no need to apply for the next round.
- d. Rec. Board appointment- This decision is tabled until December's meeting.
- e. Old Fashion Christmas- The date for this event is November 25, 2022. There will be no house decorating contest this year. There will be trailer rides down Delta

Ave., Christmas tree lighting, Santa House and multiple downtown businesses will again be participating.

10. BOARD MEMBER COMMENT: Jay Bostwick asked about the Pram shack and what we're doing with the old shed. Director Davis said we will hopefully be able to move it to the Bayshore Field for use as a maintenance shed.

11. ADJOURNMENT:

Anne Pfotenhauer made the motion to adjourn the meeting and Stacie Carter supported the decision to adjourn at 7:21pm.

The City of Gladstone endeavors to make all public meetings accessible to persons with disabilities. Please call 428-9222 prior to the meeting to request a reasonable accommodation to participate in this meeting. Supporting documentation and staff reports furnished to the Parks and Recreation Advisory.

Trunk or Treat At Gladstone Sports Park

- 2022 – 1st event on October 29th from 1-3pm
- Set-up started at 10:30am
- About 25 cars participated
- Approximately 475-550 people attended
- Gladstone football playoff game started at 1pm (thought it may be a hindrance, but the turnout was great)
- 4 prizes given-3 places for trunk decoration, 1 for best costume
- RRN, Escanaba Fire truck, Gladstone Parks truck represented
- Chalet open for restroom use only
- Dog, Addie, was a hit
- Ideas:
 - Keep event the Saturday before Halloween – October 28th, 2023
 - Ask other businesses to represent (reach out in August/September)-flyer with previous year photos
 - Gladstone Fire Dept. to also participate
 - Photo Op area (people were using the restroom sign/pumpkin area inside chalet)
 - Designated garbage cans set up throughout area
 - Back of bathroom stall door signs – promoting winter activities/dates
 - Parks and Rec truck -rotate decorating between rec activities – baseball, boating, fishing, tubing, playground sliding, ice skating, etc.
 - Parking lot signs
 - Food Truck
 - Pumpkin rolling contest, other games
 - Hot air balloon

ATTACHMENT #1

December 7, 2022
Gladstone, MI.
5:00 PM

GLADSTONE CITY COMMISSION SPECIAL MEETING MINUTES

PRESENT: Mayor Joe Thompson, Commissioners Judy Akkala, Brad Mantela, Robert Pontius, and Greg Styczynski
ABSENT: None

Mayor Thompson called the meeting to order at 5:00 PM; Clerk Berry called the roll.

Public Comment: None

Motion by Commissioner Mantela; seconded by Commissioner Styczynski to enter into closed session at 5:02 pm to consult with Miller Canfield attorneys as allowable under the Open Meetings Act 267 of 1976 (15.268) Section 8 item (h) to consider material exempt from discussion or disclosure by state or federal statute.

Commissioner Mantela: Yes
Commissioner Pontius: Yes
Commissioner Styczynski: Yes
Commissioner Akkala: Yes
Mayor Thompson: Yes
MOTION CARRIED UNANIMOUSLY.

Mayor Thompson called the meeting back into open session at 5:54 pm with no action taken in closed session.

Motion by Commissioner Akkala; seconded by Commissioner Pontius to authorize Manager Eric Buckman to continue to work with Miller Canfield per the attorney written opinion dated 12-07-2022 provided by Attorney George Holton.

Commissioner Akkala: Yes
Commissioner Mantela: Yes
Commissioner Pontius: Yes
Commissioner Styczynski: Yes
Mayor Thompson: Yes
MOTION CARRIED UNANIMOUSLY

There being no further business before the Commission, Mayor Thompson adjourned the special meeting at 5:55 PM.

Joe Thompson, Mayor

Kimberly Berry, City Clerk

6:00 PM
December 12, 2022
Gladstone, MI

GLADSTONE CITY COMMISSION REGULAR MEETING MINUTES

PRESENT: Mayor Joe Thompson, Commissioners Judy Akkala, Brad Mantela, Robert Pontius
and Greg Styczynski

ABSENT: None

Mayor Thompson called the meeting to order, gave the invocation followed by the Pledge of Allegiance and Clerk Berry called the roll.

Public Comment:

Kristin Madalinski 605 S. 13th Street and Parks & Recreation Seasonal Employee

Andrea Simmons 415 S. 4th Street

Brady LeDuc 1019 Minneapolis Avenue

Motion by Commissioner Mantela; seconded by Commissioner Akkala to approve the consent agenda as presented.

MOTION CARRIED

Motion by Commissioner Pontius; seconded by Commissioner Akkala to research the title of the Jones Property and send a letter to owners regarding rezoning to parks or options of donating property to city.

MOTION CARRIED

Motion by Commissioner Mantela; seconded by Commissioner Styczynski to approve draw request #5 in the amount \$601,161.00 for the Wastewater Treatment Plant Improvement Project.

MOTION CARRIED

Motion by Mayor Thompson; seconded by Commissioner Akkala to approve change order #2 as recommended by C2AE Engineering for a net increase to the Wastewater Treatment Plant Improvement Project contract price of \$69,561.00.

MOTION CARRIED

Motion by Commissioner Akkala; seconded by Commissioner Pontius to accept the proposal not to exceed \$15,000.00 from C2AE Engineering as described in the Proposal for Professional Engineering Services CWSRF Project Plan 2023.

MOTION CARRIED

CITY OF GLADSTONE RESOLUTION NO. 2022-13

County of Delta, State of Michigan

SPARK GRANT EASTSHORE NATURE TRAIL PROJECT

RESOLUTION OF AUTHORIZATION RESOLUTION ARPA-0043

Motion by Commissioner Mantela; seconded by Commissioner Styczynski:

WHEREAS, the City of Gladstone Commission supports the submission of an application titled, "East Shore Nature Trail Project" to the Spark grant program for rebuilding of the East Shore

6:00 PM
December 12, 2022
Gladstone, MI

Nature Trail Boardwalk, which is a part of the state-wide Iron Belle Trail, that traverses through the City of Gladstone; and,

WHEREAS, City of Gladstone is hereby making a financial commitment to the project in the amount of \$130,000.00 matching funds, in cash and/or force account: and,

NOW THEREFORE, BE IT RESOLVED that the Gladstone City Commission hereby authorizes submission of a Spark Application for \$491,000.00 and further resolves to make available its financial obligation amount of \$130,000.00 (20.9 %) of a total \$621,000.00 project cost, during the 2022-2023 fiscal year.

AYES: Mayor Joe Thompson, Commissioners Judy Akkala, Brad Mantela, Robert Pontius and Greg Styczynski

NAYS: None

ABSENT: None

RESOLUTION ADOPTED UNANIMOUSLY

Motion by Commissioner Styczynski; seconded by Commissioner Akkala to authorize the purchase of the Public Safety Department Drone and other accessories and warranty extensions from Noar Technologies for up to \$7,000.00 utilizing funding from the Gordon Olson account of \$6,000 and \$1,000 donation.

MOTION CARRIED

Motion by Mayor Thompson, seconded by Commissioner Styczynski to approve the 2023 City Commission Regular Meeting Schedule as follows:

GLADSTONE CITY COMMISSION 2023 REGULAR MEETING SCHEDULE

**All meetings begin at 6:00 PM and are held at Gladstone City Hall
1100 Delta Avenue, Gladstone, MI. 49837**

January 9, 2023
January 23, 2023
February 13, 2023
February 27, 2023
March 13, 2023
March 27, 2023
April 10, 2023
April 24, 2023
May 8, 2023
May 22, 2023
June 12, 2023
June 26, 2023
July 10, 2023

6:00 PM
December 12, 2022
Gladstone, MI

July 24, 2023
August 14, 2023
August 28, 2023
September 11, 2023
September 25, 2023
October 9, 2023
October 23, 2023
November 13, 2023
November 27, 2023
December 11, 2023

~~12/25/2023-Cancelled~~

Agenda Packets and Minutes are available on the city's website
www.gladstonemi.org

Kim Berry, City Clerk

MOTION CARRIED

Manager Buckman made the following comments:

- Old Fashioned Christmas went really well, thank you to Tricia West, Jay Bostwick and Shelly Claycomb for a great event.
- Worked on Irish Oaks Golf Course – now in lawyer's hands
- Met with Brett Neimi of WPPI on wholesale power costs, Brett will be at a future meeting to discuss and spent the community promotion dollars
- Attended CPR/AED training – all employees receiving training
- Attended DDA meeting
- Attended library board meeting discussed COVID \$
- Mayor Thompson and I met with person intending to put in microbrewery
- Our condolences to the family of Jay Pepin who passed away, Jay & Kathy Pepin has served as campground hosts for numerous years and Kathy is a city retiree as well.

Clerk Berry reported that the July 25, 2022 agenda packet has all historical information regarding the Jones Property.

There being no further business before the Commission; Mayor Thompson adjourned the meeting at 7:29 PM.

Joe Thompson, Mayor

Kimberly Berry, City Clerk

REGULAR MEETING OF THE GLADSTONE BOARD OF REVIEW

PRESENT: Chairperson Howard Haulotte and Jody Pontius

ABSENT: Jason Lippens - Excused

OTHERS PRESENT: City Assessor, Janice Ketcham

Chairman Howard Haulotte opened the meeting at 1:00 PM

Motion by Howard Haulotte, seconded by Jody Pontius to appoint Jody Pontius as acting secretary for December Board of Review.

MOTION CARRIED

The following petitions filed before the board:

Petition No. D2022-01

Parcel No. 21-052-200-044-10

Waterview Apartments

217 Dakota Avenue

Motion by Jody Pontius; supported by Howard Haulotte to approve removing the value for 2022.

MOTION CARRIED

Petition No. 2022-02

Parcel No. 21-052-485-009-00

David Johnson

43 Royal Oak Drive

Motion by Howard Haulotte; supported by Jody Pontius to approve the Veteran's Exemption for 2022.

MOTION CARRIED

Petition No. 2022-03

Parcel No. 21-052-616-024-00

Joseph Verghen

1114 Willow Road

Motion by Jody Pontius supported by Howard Haulotte to approve the Veteran's Exemption for 2022.

MOTION CARRIED

Gladstone, MI – December 13, 2022
1:00 p.m.

REGULAR MEETING OF THE GLADSTONE BOARD OF REVIEW

Petition No. 2022-04
Parcel No. 21-052-171-024-00
Marc Gillis
549 26th Street
Motion by Howard Haulotte; supported by Jody Pontius to approve the Veteran's
Exemption for 2022.
MOTION CARRIED

Petition No. 2022-05
Parcel No. 21-052-087-011-00
John Gendron
1414 Montana Avenue
Motion by Jody Pontius; supported by Howard Haulotte to approve the Veteran's
Exemption for 2022.
MOTION CARRIED

Petition No. 2022-06
Parcel No. 21-052-027-007-00
Nancy Ryan
613 Delta Avenue
Motion by Jody Pontius; supported by Howard Haulotte to approve the Veteran's
Exemption for 2022.
MOTION CARRIED

Petition No. 2022-07
Parcel No. 21-052-371-039-00
Linda Peterson
16 Pinewood Drive
Motion by Jody Pontius; supported by Howard Haulotte to approve 100% poverty
exemption for 2022.
MOTION CARRIED

Motion by Howard Haulotte; seconded by Jody Pontius to recess until Friday, December
16, 2022 at 10:00 AM
MOTION CARRIED

Chairman Howard Haulotte adjourned the meeting at 2:13 PM



Kimberly Berry, City Clerk

REGULAR MEETING OF THE GLADSTONE BOARD OF REVIEW

PRESENT: Chairperson Howard Haulotte and Jody Pontius

ABSENT: Jason Lippens - Excused

OTHERS PRESENT: City Assessor, Janice Ketcham

Chairman Howard Haulotte opened the meeting at 1:00 PM due to weather the meeting was delayed from 10:00 AM.

The following petitions filed before the board:

Petition No. 2022-08

Parcel No. 21-052-015-003-00

Jeff Lucier

507 Superior Avenue

Motion by Jody Pontius; supported by Howard Haulotte to approve 100% poverty exemption for 2022.

MOTION CARRIED

Motion by Jody Pontius; seconded by Howard Haulotte to adjourn the December Board of Review at 1:08 PM.



Kimberly Berry, City Clerk

CITY OF GLADSTONE
Monthly Bills Over \$5,000
January 9, 2023

Fund	Description	Amount
Dr. Mary Cretens	CDW Government - Invoice #FT71742 City Hall Cameras	\$ 10,274.45
Dr. Mary Cretens	CIVICPLUS - MUNICODE Website- Year 1	\$ 5,543.75
Electric	CC Power LLC - Invoice #22275 Contracted work	\$ 11,370.00
Wastewater	Chemtrade - Invoice # 93463782	\$ 5,903.60
Water	Bradfield Excavating - 1322 Michigan Avenue	\$ 5,900.00
Water	K & M Industrial - Fence at Water Plant Invoice #1712	\$ 8,216.75

Total Bills Over \$5,000 for Commission Approval **\$ 47,208.55**

****Not Budgeted**

INFORMATION ONLY

December 2022 Accounts Payable - Attached
December 2022 Payroll by Fund - Attached

REMIT PAYMENT TO:

INVOICE

ACH INFORMATION:

THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com

ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057



CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED



INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
FT71742	12/22/22	7932374
SUBTOTAL	SHIPPING	SALES TAX
\$10,274.45	\$0.00	\$0.00
DUE DATE	AMOUNT DUE	
01/21/23	\$10,274.45	

164 1 MB 0.515 E0152X I0218 D10081100921 S2 P9432507 0001:0001



CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

CITY OF GLADSTONE
ACCOUNTS PAYABLE
1100 DELTA AVE
GLADSTONE MI 49837-1434

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS				DUE DATE
12/22/22	FT71742	Net 30 Days				01/21/23
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER				CUSTOMER NUMBER
11/22/22	DROP SHIP-GROUND	00001				7932374
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
4998338	CISCO DIRECT MV12W-HW Manufacturer Part Number: MV12W-HW Serial No: Q2GV-SWDZ-MRVG	1	1	0	795.29	795.29
5356144	CISCO DIRECT MV22-HW Manufacturer Part Number: MV22-HW Serial No: Q2HV-BH7H-X2GC Serial No: Q2HV-CS3X-QCYS Serial No: Q2HV-7RW4-UT8H	3	3	0	994.28	2,982.84
5559455	CISCO DIRECT MV32-HW Manufacturer Part Number: MV32-HW Serial No: Q2PV-CP62-YQF6 Serial No: Q2PV-4PCF-5CB4	2	2	0	994.28	1,988.56
5357671	CISCO DIRECT MV72-HW Manufacturer Part Number: MV72-HW Serial No: Q2JV-BTK8-MQ9V Serial No: Q2JV-EKQ4-GJ6A Serial No: Q2JV-3UUQ-9T7N Serial No: Q2JV-4R6J-DTRF	4	4	0	1,126.94	4,507.76

City Hall
Camera System
Dr. Mary Fund

GO GREEN!

CDW is happy to announce that paperless billing is now available! If you would like to start receiving your invoices as an emailed PDF, please email CDW at paperlessbilling@cdw.com. Please include your Customer number or an Invoice number in your email for faster processing.

REDUCE PROCESSING COSTS AND ELIMINATE THE HASSLE OF PAPER CHECKS!

Begin transmitting your payments electronically via ACH using CDW's bank and remittance information located at the top of the attached payment coupon. Email credit@cdw.com with any questions.

ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	
KRISTEN MEYER 312-705-5565 krismey@cdw.com	CITY OF GLADSTONE ADAM ZIMMERMANN 1100 DELTA AVE GLADSTONE MI 49837-1434	\$10,274.45	
SALES ORDER NUMBER		SHIPPING	
NCNF851		\$0.00	
		SALES TAX	
		\$0.00	
		AMOUNT DUE	
		\$10,274.45	



Cage Code Number 1KH72
DUNS Number 02-615-7235
Unique Entity ID (SAM): PHZDZ8SJ5CM1
ISO 9001 and ISO 14001 Certified
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
PLEASE EMAIL US AT credit@cdw.com
VISIT US ON THE INTERNET AT www.cdw.com

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-31737-1

Date:

11/17/2022 10:10 AM

Expires On:

12/30/2022

Client:

GLADSTONE, MICHIGAN

Bill To:

GLADSTONE, MICHIGAN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Gregg Huggins	x(850) 518-2797	ghuggins@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Ultimate Web Open Subscription	Ultimate Design, 150 pages migration, 3yrs meetings migration, free virtual training sessions	Renewable
1.00	Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	Renewable
1.00	Ultimate Implementation	Ultimate Implementation	One-time

List Price - Year 1 Total	USD 4,325.00
Total Investment - Year 1 <i>FY22-23</i>	USD 3,243.75
Annual Recurring Services - Year 2 <i>FY23-24</i>	USD 4,541.25

Total Days of Quote:365

1. This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement located at <https://www.civicplus.com/master-services-agreement> ("MSA"), to which this SOW is hereby attached as the Statement of Work. By signing this SOW, Client expressly agrees to the terms and conditions of the MSA throughout the Term of this SOW.
2. This SOW shall remain in effect for an initial term equal to 365 days from the date of signing ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the Initial Term, or any subsequent Renewal Term, this SOW will automatically renew for an additional 1-year renewal term ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".
3. The Total Investment - Year 1 will be invoiced upon signing of this SOW.
4. Annual Recurring Services shall be invoiced on the start date of each Renewal Term. Annual Recurring Services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in year 2 of service. Client will pay all invoices within 30 days of the date of such invoice.

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-31763-1

Date:

11/17/2022 2:23 PM

Expires On:

2/15/2023

Client:

GLADSTONE, MICHIGAN

Bill To:

GLADSTONE, MICHIGAN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Gregg Huggins	x(850) 518-2797	ghuggins@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Municode Meetings Ultimate Annual	Municode Meetings Ultimate Annual	Renewable
1.00	CivicClerk Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	Renewable
1.00	Municode Meetings Ultimate -- One-Time Build Cost	Up to 5 Boards, Up to 8 Hours of Virtual Training	One-time
1.00	Municode Meetings Board Management	Municode Meetings Board Management	Renewable
1.00	CivicClerk Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	Renewable

List Price - Year 1 Total	USD 4,600.00
Total Investment - Year 1 FY22-23	USD 2,300.00
Annual Recurring Services - Year 2 FY23-24	USD 4,830.00

Total Days of Quote:365

1. This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement located at <https://www.civicplus.com/master-services-agreement> ("MSA"), to which this SOW is hereby attached as the CivicClerk Statement of Work. By signing this SOW, Client expressly agrees to the terms and conditions of the MSA throughout the Term of this SOW.
2. This SOW shall remain in effect for an initial term equal to 365 days from the date of signing ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the Initial Term or any subsequent Renewal Term, this SOW will automatically renew for an additional 1-year renewal term ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".

c.c. Power L.L.C.

ELECTRICAL CONTRACTOR

P.O. BOX 2028 • 3850 BEEBE ROAD • KALKASKA, MI 49646
OFFICE (231) 258-5909 FAX (231) 258-5957

INVOICE

INVOICE DATE	CUSTOMER NO.	INVOICE NUMBER
12-12-2022	07050	22275
P.O. NUMBER	WORK ORDER NO.	SHIP DATE

TO:

CITY OF GLADSTONE
ATTN: MIKE KENNEDY
1100 DELTA AVENUE
GLADSTONE, MI 49837

JOB SITE:

CITY OF GLADSTONE EXTRAS

JOB NUMBER		TERMS	SALES PERSON	
SL-22-08808		DUE UPON RECEIPT		
ITEM	DESCRIPTION	UNIT	UNIT PRICE	AMOUNT
	BILLING FOR CREWS WORKING T&E WORK WEEK ENDING 12/04/2022 DETAILS ATTACHED JACOB SNOWAERT'S CREW THREE MAN CREW W/ EQUIPMENT - 23 HOURS TWO MAN CREW W/ EQUIPMENT - 10 HOURS EXTRA WORK	1	11,370.00	11,370.00
		528 544 970 MK		
*PLEASE REMIT PAYMENT TO P.O. BOX 2028 • KALKASKA, MI 49646 PAST DUE INVOICES ARE SUBJECT TO AN ANNUAL FINANCE CHARGE OF 18% (1½% MONTHLY)			SUBTOTAL	\$11,370.00
			TAX AMOUNT	
			*PLEASE REMIT THIS AMOUNT	\$11,370.00



CHEMTRADE

Please Remit To :
Chemtrade Chemicals US LLC
 Dept# 771807
 P. O. BOX 77000
 Detroit, MI
 48277-1807

Page : 1 of 1

INVOICE

Invoice No.
93463782

Invoice Date
 December 09, 2022

If query please quote this number.

Invoice to (Buyer)

CITY OF GLADSTONE, MI
 WATER DEPT
 1100 DELTA AVE
 GLADSTONE MI 49837

Consignee

CITY OF GLADSTONE WASTEWATER TREAT PLT
 413 MINNEAPOLIS AVE
 GLADSTONE MI 49837

Customer Purchase Order	Ship Date	Due	Currency
VERBAL RODNEY SCHWARTZ	Dec 09, 2022	Jan 08, 2023	US Dollar
Payment Terms	Customer No	Customer State Tax No	Our GST No.
Within 30 days Due net	43510	MUNICIPALITY	
Freight Terms	Via	Type	Sales Company
Prepaid	CHEMTRADE CHEMICALS US LLC	F2	0014 US24
Shipped From	B/L No.	Vehicle ID	Order No.
Chemtrade (Menasha, WI), US	81808371	812169-108	2807151

If you prefer to wire or ACH funds, please send to:

JP Morgan Chase Bank
 611 Woodward Avenue, Detroit, MI 48226
 Chemtrade Chemicals US LLC
 ABA# (Wires) : 021 000 021
 ABA# (ACH) : 072 000 326
 Account : 580079692 (SWIFT CHASUS33)

Material	Description	Invoice Quantity	Price	Per	USD Amount
1927	ALUM SULFATE LIQ STD BULK	11.508	513.00	ST100%	5,903.60
	Quantity AS IS : 24.004 Ton				
	Strength Factor: 8.150 % Price Basis 17%				
	022133200000				
Please Pay (USD)					5,903.60

590-549-764 us 12/19/2022

Questions Please Contact: Credit, Tel: (416)496-4148, E-mail: credit@chemtradelogistics.com

SAFETY DATA SHEET (SDS) CONCERNING THE PRODUCTS ARE AVAILABLE AT CHEMTRADE'S WEBSITE (WWW.CHEMTRADELOGISTICS.COM) AND BUYER SHOULD OBTAIN SUCH SDS PRIOR TO RECEIPT OF THE FIRST SHIPMENT OF THE PRODUCTS. UNLESS OTHERWISE SPECIFIED, TERMS ARE NET 30 DAYS FROM DATE OF INVOICE. LATE CHARGE WILL APPLY ON ALL PAST DUE BALANCES IN ACCORDANCE WITH THE TERMS OF SALE ON THE REVERSE SIDE OF THIS DOCUMENT.

THESE PRODUCTS ARE SOLD AND SHIPPED IN ACCORDANCE WITH THE TERMS OF SALE ON THE REVERSE SIDE OF THIS DOCUMENT.



Responsible Care®
 Our commitment to sustainability.

258310

Statement		DATE 12-19-22	TERMS
TO City of Gladstone Water Dept			
IN ACCOUNT WITH Bradfield Excavating 710 Lk Shore Drive Escanaba MI 49829			
Labor to install waterline tap + new curb stop and hook up 1322 Michigan ave			
CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT 5900.00



Invoice

Very Small 8(a) Business
Please pay Net 15 days

Original Invoice Date	Invoice #
11/22/2022	1712

K&M Industrial, LLC

80 Delta Avenue

Gladstone MI 49837

Phone: (906) 420-8770

DUNS: 830177932

Federal Tax ID: 264243426

UEI: GWWHQ8N5MED6

Ship To

Contract/Delivery Order#

Bill To

Gladstone Wastewater Plant
1100 Delta Ave
Gladstone MI 49837

Ship Date

Terms

Due Date

Net 30

12/22/2022

Qty	Description	Unit Price	Amount
1	Install 6' chain link fencing with swing gate	8,216.75	8,216.75

In the event of an improper invoice,
please contact Christine at (906) 420-8770

Total

\$8,216.75

Payments/Credits

\$0.00

Balance Due

\$8,216.75

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank BAY					
12/01/2022	BAY	76544	KETCH11200	JANICE ANN KETCHAM	3,291.67
12/01/2022	BAY	76545	DELTA04125	DELTA COUNTY REGISTER OF DEEDS	30.00
12/01/2022	BAY	76546	MISC	DELTA COUNTY KIDS FUND	500.00
12/01/2022	BAY	835 (E)	OFFIC15110	U.S. BANK EQUIPMENT FINANCE, INC.	192.04
12/06/2022	BAY	76547	PIONE16100	PIONEER TV & APPLIANCE	1,228.90
12/08/2022	BAY	836 (E)	STATE19180	STATE OF MICHIGAN	12,043.59
12/09/2022	BAY	76554	C2AE01000	C2AE	39,164.04
12/09/2022	BAY	76555	CARQU03100	CARQUEST AUTO PARTS STORES	812.97
12/09/2022	BAY	76556	NAPAA14100	CHATFIELD MACHINE	513.09
12/09/2022	BAY	76557	CITYO03100	CITY OF GLADSTONE	20,622.08
12/09/2022	BAY	76558	COURT3100	COURTNEY JO ARROWOOD	300.00
12/09/2022	BAY	76559	DAILY04100	DAILY PRESS	25.00
12/09/2022	BAY	76560	DEARB4100	DEARBORN LIFE INSURANCE CO.	605.02
12/09/2022	BAY	76561	DELTA04109	DELTA COUNTY CLERK	282.20
12/09/2022	BAY	76562	DELTA04200	DELTA DISPOSAL	147.70
12/09/2022	BAY	76563	DELTA04800	DELTA SOLID WASTE MGMT AUTHORITY	6,651.86
12/09/2022	BAY	76564	ELSTE5150	ELSTER SOLUTIONS, LLC	2,383.36
12/09/2022	BAY	76565	FASTE06100	FASTENAL COMPANY	69.16
12/09/2022	BAY	76566	FISHE06120	FISHER MONUMENTS	121.00
12/09/2022	BAY	76567	FOURS06100	FOUR SEASONS SMALL ENGINE SHOP INC	37.40
12/09/2022	BAY	76568	GARDS07100	GARD SPECIALISTS CO	150.30
12/09/2022	BAY	76569	JYDRO08100	HYDROCORP	710.00
12/09/2022	BAY	76570	INFOS09100	INFOSEND	1,450.97
12/09/2022	BAY	76571	IVERS09100	IVERSON'S HOME CENTER	139.01
12/09/2022	BAY	76572	JOHNF10100	JOHN FABICK TRACTOR CO	209.54
12/09/2022	BAY	76573	KMIND11100	K&M INDUSTRIAL	880.00
12/09/2022	BAY	76574	KIMBUL1100	KIM BUCKMAN	300.00
12/09/2022	BAY	76575	KOSKI11100	KOSKI EXCAVATING INC.	2,000.00
12/09/2022	BAY	76576	DEPT04110	LARA-MPSC	2,649.84
12/09/2022	BAY	76577	LOCAL12120	LOCALINTEL GLOBAL INC	1,583.33
12/09/2022	BAY	76578	MAPLE13200	MAPLERIDGE TOWNSHIP	4,758.81
12/09/2022	BAY	76579	MARKC13100	MARK CHRISTOFF	1,555.00
12/09/2022	BAY	76580	MASON13100	MASONVILLE TOWNSHIP TREASURER	1,519.66
12/09/2022	BAY	76581	MCCOY13100	MCCOY CONSTRUCTION & FORESTRY	117.23
12/09/2022	BAY	76582	MEIER13100	MEIERS SIGNS, INC.	114.00
12/09/2022	BAY	76583	MELSL13100	MEL'S LAWN, GARDEN & FEED	156.39
12/09/2022	BAY	76584	MENAR13100	MENARDS - ESCANABA	384.20
12/09/2022	BAY	76585	MILAN13100	MILAN SUPPLY COMPANY	1,907.32
12/09/2022	BAY	76586	MILLE13110	MILLER, CANFIELD, PADDOCK & STONE	3,010.00
12/09/2022	BAY	76587	NORTH14170	NORTHERN NURSERY INC.	7,619.00
12/09/2022	BAY	76588	NORTH14552	NORTHERN SCREENPRINTING & EMBROIDER	90.00
12/09/2022	BAY	76589	NUWAY14100	NUWAY CLEANERS LAUNDRY & RENTALS	94.00
12/09/2022	BAY	76590	POMPS16100	POMP'S TIRE SERVICE, INC.	921.20
12/09/2022	BAY	76591	REEDC18100	POWER LINE SUPPLY CO	2,250.00
12/09/2022	BAY	76592	PROTO16100	PRO TOWING AND SALES	1,400.00
12/09/2022	BAY	76593	REINT18100	REIN TREE, LLC	3,650.00
12/09/2022	BAY	76594	REMY16100	REMY BATTERY CO. INC.	56.68
12/09/2022	BAY	76595	SAFET19100	SAFETYWORKS, LLC	2,800.00
12/09/2022	BAY	76596	SDMYE19100	SD MYERS LLC	3,589.00
12/09/2022	BAY	76597	CLAYS03100	SHELLY CLAYCOMB	163.24
12/09/2022	BAY	76598	SOURC01900	SOURCE ONE SUPPLY, INC.	79.83
12/09/2022	BAY	76599	STGER19100	ST. GERMAIN SANDBLASTING	19,142.29
12/09/2022	BAY	76600	STAAB9100	STAAB CONSTRUCTION CORPORATION	101,902.70
12/09/2022	BAY	76601	STAND19100	STANDARD ELECTRIC COMPANY	6.95
12/09/2022	BAY	76602	STAPL19200	STAPLES CREDIT PLAN	612.95
12/09/2022	BAY	76603	MICH113950	STATE OF MICHIGAN	30.00
12/09/2022	BAY	76604	STATE19600	STATE OF MICHIGAN	3,000.00
12/09/2022	BAY	76605	THEUP20100	THE UPS STORE	162.30
12/09/2022	BAY	76606	TRUCK20100	TRUCK EQUIPMENT INC	945.00
12/09/2022	BAY	76607	UPACT21100	U.P. ACTION NEWS	25.00
12/09/2022	BAY	76608	UPINT02110	UP INTERNATIONAL TRUCKS, INC	166.82
12/09/2022	BAY	76609	USABL21100	USA BLUE BOOK	505.54
12/09/2022	BAY	76610	WESCO23100	WESCO RECEIVABLES CORP.	1,841.16
12/09/2022	BAY	76611	CARDI03100	ZOLL MEDICAL CORPORATION	75.00
12/09/2022	BAY	76612	JCGAS10100	A1 SPORT & WELD SUPPLY	471.02
12/09/2022	BAY	76613	AMERIO1250	AMERICAN TEST CENTER, INC.	310.00
12/09/2022	BAY	76614	ANDER01130	ANDERSON EXCAVATING, INC	3,770.00
12/09/2022	BAY	76615	MARQU13110	ATTN: BILLING DEPARTMENT	730.00
12/09/2022	BAY	76616	BILLY02100	BILLY ELECTRIC	92.00
12/09/2022	BAY	76617	BRAMP02110	BRAMPTON BIKE & SKI	173.85
12/12/2022	BAY	76618	BAYDE02100	BAY DE NOC COMMUNITY COLLEGE	45,585.11
12/12/2022	BAY	76619	DELTA04165	DELTA AREA TRANSIT AUTHORITY	15,912.76
12/12/2022	BAY	76620	DELTA04175	DELTA COUNTY TREASURER	75,614.53
12/12/2022	BAY	76621	DELTA04175	DELTA COUNTY TREASURER	22,543.70
12/12/2022	BAY	76622	DELTA04175	DELTA COUNTY TREASURER	19,891.17
12/12/2022	BAY	76623	DELTA04750	DELTA-SCHOOLCRAFT I.S.D.	35,452.67
12/12/2022	BAY	76624	GLADS07078	GLADSTONE AREA SCHOOLS	300,257.09
12/12/2022	BAY	838 (E)	STATE19180	STATE OF MICHIGAN	50.00

01/05/2023 03:53 PM
 User: KIM
 DB: Gladstone

CHECK REGISTER FOR CITY OF GLADSTONE
 CHECK DATE FROM 12/01/2022 - 12/31/2022

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Amount
12/12/2022	BAY	839(E)	STATE19180	STATE OF MICHIGAN	46.10
12/13/2022	BAY	76625	MISC	JOSEPH PILON	300.00
12/14/2022	BAY	76626	RYLEE18100	RYLEE HUGHES	400.00
12/15/2022	BAY	76644	MISC	ST MARTIN GAIL	140.67
12/20/2022	BAY	76645	CITYO03100	CITY OF GLADSTONE	300.00
12/20/2022	BAY	843(E)	BAYBA02100	BAYBANK	30.00
12/21/2022	BAY	76646	JCGAS10100	A1 SPORT & WELD SUPPLY	497.60
12/21/2022	BAY	76647	BERGE02110	BERGER & KING INC	1,159.30
12/21/2022	BAY	76648	BORDE02100	BORDER STATES INDUSTRIES INC.	71.88
12/21/2022	BAY	76649	COLEO3100	COLEMAN ENGINEERING COMPANY	3,068.00
12/21/2022	BAY	76650	DAWNL4100	DAWN LYNCH	300.00
12/21/2022	BAY	76651	DELLM04100	DELL MARKETING L.P.	4,123.50
12/21/2022	BAY	76652	FASTE06100	FASTENAL COMPANY	163.70
12/21/2022	BAY	76653	GALLS07100	GALLS, LLC	94.95
12/21/2022	BAY	76654	GENES07110	GENESIS GRAPHICS INC.	224.00
12/21/2022	BAY	76655	GORDO07100	GORDON FOOD SERVICE, INC.	724.86
12/21/2022	BAY	76656	HAWK08100	HAWKINS, INC.	5,415.42
12/21/2022	BAY	76657	HUGHE08110	HUGHES CONSTRUCTION	470.00
12/21/2022	BAY	76658	INFOS09100	INFOSEND	1,696.15
12/21/2022	BAY	76659	IVERS09100	IVERSON'S HOME CENTER	241.58
12/21/2022	BAY	76660	LAWOF12100	LAW OFFICE OF CRYSTAL MORGAN, PLLC	231.00
12/21/2022	BAY	76661	MENAR13100	MENARDS - ESCANABA	320.72
12/21/2022	BAY	76662	NOAR14100	NOAR TECHNOLOGIES	6,041.10
12/21/2022	BAY	76663	NORTH14113	NORTHERN MACHINING & REPAIR, INC	452.76
12/21/2022	BAY	76664	NOVAT14240	NOVATECH	7,379.54
12/21/2022	BAY	76665	NUWAY14100	NUWAY CLEANERS LAUNDRY & RENTALS	21.75
12/21/2022	BAY	76666	PATS01540	PAT'S FOODS	200.00
12/21/2022	BAY	76667	PAYMENTUS	PAYMENTUS CORPORATION	2,663.50
12/21/2022	BAY	76668	PAYNE16200	PAYNE & DOLAN INC	1,280.50
12/21/2022	BAY	76669	REMY16100	REMY BATTERY CO. INC.	24.24
12/21/2022	BAY	76670	STAND19100	STANDARD ELECTRIC COMPANY	392.00
12/21/2022	BAY	76671	PLMLA16100	STATE OF MICHIGAN	75.00
12/21/2022	BAY	76672	STATE19600	STATE OF MICHIGAN	1,278.40
12/21/2022	BAY	76673	SHERW19100	THE SHERWIN WILLIAMS CO.	134.43
12/21/2022	BAY	76674	OFFIC15110	U.S. BANK EQUIPMENT FINANCE	84.09
12/21/2022	BAY	76675	UPINT02110	UP INTERNATIONAL TRUCKS, INC	58.20
12/21/2022	BAY	76676	USABL21100	USA BLUE BOOK	17.56
12/21/2022	BAY	76677	RBCSE18100	WALKER PROCESS EQUIPMENT	1,110.05
12/21/2022	BAY	76678	WOLVE23110	WOLVERINE POWER SYSTEMS	855.00
12/22/2022	BAY	76679	MISC	GENDRON JOHN	1,211.95
12/22/2022	BAY	76680	MISC	GILLIS MARC D	2,127.75
12/22/2022	BAY	76681	MISC	GILLIS MARC D	967.33
12/22/2022	BAY	76682	MISC	JOHNSON DAVID & ALISSA	2,818.83
12/22/2022	BAY	76683	MISC	JOHNSON DAVID & ALISSA	1,281.53
12/22/2022	BAY	76684	MISC	RYAN NANCY	413.05
12/22/2022	BAY	76685	MISC	VERAGHEN JOSEPH	1,318.82
12/22/2022	BAY	76686	MISC	VERAGHEN JOSEPH	599.55
12/26/2022	BAY	840(E)	VOYAG22100	VOYAGER FLEET SYSTEMS INC	8,230.12
12/28/2022	BAY	76687	CITYO03100	CITY OF GLADSTONE	200.04
12/28/2022	BAY	841(E)	WPPIE23100	WPPI ENERGY	212,121.90

BAY TOTALS:

Total of 128 Checks:	1,057,977.66
Less 0 Void Checks:	0.00
Total of 128 Disbursements:	1,057,977.66

For Journal Entries with Post Dates Between 12/01/2022 and 12/31/2022

Fund	Item	Amount
101		
	Gross Payment:	198,199.19
	Net Payment:	140,779.62
	Total Payroll:	236,106.87
	Deductions	Amount
	AFLAC_AFTER	273.37
	AFLAC_PRE	436.79
	CDSUPPHONE	10.07
	CLERKPHONE	10.07
	CRCL_TST	915.00
	DC LOAN REPAY	1,111.82
	DC LOAN REPAY2	1,571.69
	DEFINED_COMP_3	4,666.70
	DEFINEDBENEFIT2	323.03
	DPWPHONE	60.55
	DPWSUPPHONE	7.30
	FITW	19,681.44
	FOC	317.13
	FOP	469.12
	HEALTHINSCONT	3,823.45
	MEDICARE_EE	2,801.82
	MERS 457 ROTH %	151.16
	MERS457	175.67
	MERS457%	59.96
	MSAEEFAMILY	556.29
	MSAEESINGLE	50.31
	P&RPHONE	14.87
	P&RSUPPHONE	10.07
	PSUPRPHONE	10.07
	PUBSAFPHONE	14.87
	SITW	7,535.85
	SOCSEC_EE	11,980.29
	SUPSUNIONDUES	80.71
	TEAMSTERS	290.03
	TREASPHONE	10.07
	Deduction Totals:	57,419.57
	Expenses	Amount
	DEFINED_COMP_10	3,147.29
	DEFINED_COMP_11	13,533.93
	EMPLOYER 457	1,019.35
	HSA PS EXPENSE	1,000.00
	MEDICARE_ER	2,801.82
	MSA ER EXPENSE	4,128.08
	SOCSEC_ER	11,980.29
	SUI	296.92
	Expense Totals:	37,907.68

202

Gross Payment:	6,781.74
Net Payment:	4,684.95
Total Payroll:	8,206.73

Deductions	Amount
AFLAC_AFTER	1.92
AFLAC_PRE	3.92
DC LOAN REPAY	17.99
DC LOAN REPAY2	44.80
DEFINED_COMP_3	203.12
DPWPHONE	6.89

For Journal Entries with Post Dates Between 12/01/2022 and 12/31/2022

Fund	Item	Amount
	DPWSUPPHONE	1.31
	FITW	758.30
	FOC	39.30
	HEALTHINSCONT	159.52
	MEDICARE_EE	95.58
	MERS457	37.02
	MSAEEFAMILY	16.21
	MSAEESINGLE	11.00
	SITW	257.36
	SOCSEC_EE	408.64
	SUPSUNIONDUES	5.71
	TEAMSTERS	28.20
	Deduction Totals:	2,096.79

Expenses	Amount
DEFINED_COMP_10	391.39
DEFINED_COMP_11	314.37
MEDICARE_ER	95.58
MSA ER EXPENSE	214.75
SOCSEC_ER	408.64
SUI	0.26
Expense Totals:	1,424.99

203

Gross Payment:	9,078.86
Net Payment:	6,023.21
Total Payroll:	11,009.83

Deductions	Amount
AFLAC_AFTER	3.55
AFLAC_PRE	12.24
DC LOAN REPAY	64.80
DC LOAN REPAY2	150.85
DEFINED_COMP_3	272.09
DPWPHONE	17.06
DPWSUPPHONE	0.85
FITW	1,077.07
FOC	141.51
HEALTHINSCONT	207.49
MEDICARE_EE	127.88
MERS457	22.55
MSAEEFAMILY	26.61
MSAEESINGLE	13.19
SITW	346.56
SOCSEC_EE	546.79
SUPSUNIONDUES	5.78
TEAMSTERS	18.78
Deduction Totals:	3,055.65

Expenses	Amount
DEFINED_COMP_10	363.79
DEFINED_COMP_11	597.40
MEDICARE_ER	127.88
MSA ER EXPENSE	294.85
SOCSEC_ER	546.79
SUI	0.26
Expense Totals:	1,930.97

248

Gross Payment:	2,110.47
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For Journal Entries with Post Dates Between 12/01/2022 and 12/31/2022

Fund	Item	Amount
	Net Payment:	1,749.84
	Total Payroll:	2,298.22
	Deductions	Amount
	AFLAC_AFTER	1.28
	AFLAC_PRE	0.74
	DC LOAN REPAY2	4.02
	DEFINED_COMP_3	5.06
	DPWPHONE	0.42
	FITW	96.02
	HEALTHINSCONT	4.04
	MEDICARE_EE	30.50
	MERS457	0.57
	MSAEEFAMILY	0.41
	SITW	87.06
	SOCSEC_EE	130.51
	Deduction Totals:	360.63
	Expenses	Amount
	DEFINED_COMP_10	2.65
	DEFINED_COMP_11	15.64
	MEDICARE_ER	30.50
	MSA ER EXPENSE	6.46
	SOCSEC_ER	130.51
	SUI	1.99
	Expense Totals:	187.75
540	Gross Payment:	9,846.13
	Net Payment:	7,171.72
	Total Payroll:	11,982.94
	Deductions	Amount
	AFLAC_AFTER	13.51
	AFLAC_PRE	18.62
	DC LOAN REPAY	45.80
	DC LOAN REPAY2	121.85
	DEFINED_COMP_3	292.45
	DPWPHONE	2.25
	DPWSUPPHONE	0.61
	FITW	596.95
	FOC	99.99
	HEALTHINSCONT	258.50
	MEDICARE_EE	138.47
	MERS457	33.29
	MSAEEFAMILY	15.78
	SITW	357.54
	SOCSEC_EE	592.15
	SUPSUNIONDUES	2.58
	TEAMSTERS	84.07
	Deduction Totals:	2,674.41
	Expenses	Amount
	DEFINED_COMP_10	656.16
	DEFINED_COMP_11	350.50
	MEDICARE_ER	138.47
	MSA ER EXPENSE	398.35
	SOCSEC_ER	592.15
	SUI	1.18
	Expense Totals:	2,136.81

For Journal Entries with Post Dates Between 12/01/2022 and 12/31/2022

Fund	Item	Amount
582		
	Gross Payment:	53,045.17
	Net Payment:	36,027.76
	Total Payroll:	61,637.76
	Deductions	Amount
	AFLAC_AFTER	124.64
	AFLAC_PRE	527.10
	DC LOAN REPAY2	18.11
	DEFINED_COMP_3	931.36
	DEFINEDBENEFIT1	100.01
	DPWPHONE	0.48
	ELECPHONE	29.74
	ELECSUPPHONE	10.07
	FITW	5,616.99
	HEALTHINSCONT	945.20
	MEDICARE_EE	738.36
	MERS457	294.40
	MERS457%	1,570.54
	MSAEEFAMILY	598.67
	SITW	2,053.51
	SOCSEC_EE	3,157.13
	SUPSUNIONDUES	34.64
	TEAMSTERS	266.46
	Deduction Totals:	17,017.41
	Expenses	Amount
	DEFINED_COMP_10	785.96
	DEFINED_COMP_11	2,550.49
	MEDICARE_ER	738.36
	MSA ER EXPENSE	1,359.48
	SOCSEC_ER	3,157.13
	SUI	1.17
	Expense Totals:	8,592.59
590		
	Gross Payment:	36,412.26
	Net Payment:	24,788.24
	Total Payroll:	44,018.46
	Deductions	Amount
	AFLAC_AFTER	37.50
	AFLAC_PRE	38.19
	CRCL_TST	1,650.96
	DC LOAN REPAY2	18.09
	DEFINED_COMP_3	1,083.91
	DPWPHONE	0.30
	FITW	3,181.72
	HEALTHINSCONT	773.51
	MEDICARE_EE	512.73
	MERS457	251.16
	MERS457%	10.11
	MSAEEFAMILY	238.57
	MSAEESINGLE	0.50
	SITW	1,378.63
	SOCSEC_EE	2,192.22
	SUPSUNIONDUES	33.84
	TEAMSTERS	190.29
	USCM2284	1.16
	WATERPHONE	0.56
	WATERSUPPHONE	0.33

For Journal Entries with Post Dates Between 12/01/2022 and 12/31/2022

Fund	Item	Amount
	WWPHONE	29.74
	Deduction Totals:	11,624.02
	Expenses	Amount
	DEFINED_COMP_10	688.24
	DEFINED_COMP_11	3,217.12
	MEDICARE_ER	512.73
	MSA ER EXPENSE	994.72
	SOCSEC_ER	2,192.22
	SUI	1.17
	Expense Totals:	7,606.20
591	Gross Payment:	30,848.79
	Net Payment:	21,463.49
	Total Payroll:	36,942.68
	Deductions	Amount
	AFLAC_AFTER	150.45
	AFLAC_PRE	69.43
	CRCL_TST	29.04
	DC LOAN REPAY2	18.10
	DEFINED_COMP_3	881.98
	DPWPHONE	1.27
	FITW	3,993.01
	HEALTHINSCONT	383.93
	MEDICARE_EE	440.48
	MERS457	131.15
	MERS457%	10.10
	MSAEEFAMILY	15.71
	SITW	1,201.00
	SOCSEC_EE	1,883.34
	SUPSUNIONDUES	32.12
	TEAMSTERS	70.40
	USCM2284	34.87
	WATERPHONE	29.18
	WATERSUPHONE	9.74
	Deduction Totals:	9,385.30
	Expenses	Amount
	DEFINED_COMP_10	1,533.80
	DEFINED_COMP_11	1,546.74
	MEDICARE_ER	440.48
	MSA ER EXPENSE	688.37
	SOCSEC_ER	1,883.34
	SUI	1.16
	Expense Totals:	6,093.89
594	Gross Payment:	218.84
	Net Payment:	160.09
	Total Payroll:	263.92
	Deductions	Amount
	AFLAC_AFTER	1.26
	AFLAC_PRE	0.72
	DC LOAN REPAY2	4.02
	DEFINED_COMP_3	6.26
	FITW	14.98
	HEALTHINSCONT	5.41

For Journal Entries with Post Dates Between 12/01/2022 and 12/31/2022

Fund	Item	Amount
	MEDICARE_EE	3.07
	MERS457	1.25
	SITW	7.57
	SOCSEC_EE	13.16
	TEAMSTERS	1.05
	Deduction Totals:	58.75
	Expenses	Amount
	DEFINED_COMP_10	5.29
	DEFINED_COMP_11	17.15
	MEDICARE_ER	3.07
	MSA ER EXPENSE	6.15
	SOCSEC_ER	13.16
	SUI	0.26
	Expense Totals:	45.08
706	Gross Payment:	241.26
	Net Payment:	144.11
	Total Payroll:	294.44
	Deductions	Amount
	AFLAC_AFTER	2.84
	AFLAC_PRE	4.62
	DEFINED_COMP_3	7.22
	FITW	26.36
	HEALTHINSCONT	1.45
	MEDICARE_EE	3.38
	MERS457	12.94
	MERS457%	10.10
	MSAEEFAMILY	1.75
	SITW	9.30
	SOCSEC_EE	14.47
	TEAMSTERS	2.72
	Deduction Totals:	97.15
	Expenses	Amount
	DEFINED_COMP_11	26.54
	MEDICARE_ER	3.38
	MSA ER EXPENSE	8.79
	SOCSEC_ER	14.47
	Expense Totals:	53.18



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.org

Staff Report

Agenda Date: 01/09/2023

Eric Buckman, City Manager: _____

Department: DDA

Department Head Name: Patricia West

Presenter: Renee Barron

Kim Berry, City Clerk: _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE:

Proposed Ordinance Number 625: Reducing DDA Board to Nine Members

BACKGROUND:

The Downtown Development Authority (DDA) Board is currently an eleven-member board. With recent vacancies and issues securing a consistent quorum, the DDA recommends to the City Commission to reduce the board size to nine members. After reviewing the State DDA Public Act, specifically section 125.4204, the City of Gladstone can have a board membership of not less than eight.

FISCAL EFFECT:

None

SUPPORTING DOCUMENTATION:

- Existing Ordinance (See Sec. 2-276 red lined version)
- Public Act 57 – Section 125.4204: Recodified Tax Increment Financing Act (Excerpt)
- DDA Minutes from October 3, 2022

RECOMMENDATION:

Commission support to amend the ordinance and to proceed with a public hearing to reduce the size of the Downtown Development Authority Board from eleven members to nine members.

RECODIFIED TAX INCREMENT FINANCING ACT (EXCERPT)
Act 57 of 2018

125.4204 Board; appointment, terms, and qualifications of members; vacancy; compensation and expenses; election of chairperson; appointment as public official; oath; conducting business at public meeting; public notice; special meetings; removal of member; review; expense items and financial records; availability of writings to public; single board governing all authorities; member as resident or having interest in property; planning commission serving as board in certain municipalities; modification by interlocal agreement.

Sec. 204. (1) Except as provided in subsections (7), (8), and (9), an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her designee from the governing body of the municipality and not less than 8 or more than 12 members as determined by the governing body of the municipality. Members shall be appointed by the chief executive officer of the municipality, subject to approval by the governing body of the municipality. Not less than a majority of the members shall be persons having an interest in property located in the downtown district or officers, members, trustees, principals, or employees of a legal entity having an interest in property located in the downtown district. Not less than 1 of the members shall be a resident of the downtown district, if the downtown district has 100 or more persons residing within it. Of the members first appointed, an equal number of the members, as near as is practicable, shall be appointed for 1 year, 2 years, 3 years, and 4 years. A member shall hold office until the member's successor is appointed. Thereafter, each member shall serve for a term of 4 years. An appointment to fill a vacancy shall be made by the chief executive officer of the municipality for the unexpired term only. Members of the board shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The chairperson of the board shall be elected by the board. The rules of procedure or the bylaws of the authority may provide that a person be appointed to the board in his or her capacity as a public official, whether appointed or elected. The rules of procedure or bylaws may also provide that the public official's term shall expire upon expiration of his or her service as a public official. In addition, the public official's membership on the board expires on his or her resignation from office as a public official.

(2) Before assuming the duties of office, a member shall qualify by taking and subscribing to the constitutional oath of office.

(3) The business which the board may perform shall be conducted at a public meeting of the board held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. Public notice of the time, date, and place of the meeting shall be given in the manner required by the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. The board shall adopt rules consistent with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275, governing its procedure and the holding of regular meetings, subject to the approval of the governing body. Special meetings may be held if called in the manner provided in the rules of the board.

(4) Pursuant to notice and after having been given an opportunity to be heard, a member of the board may be removed for cause by the governing body. Removal of a member is subject to review by the circuit court.

(5) All expense items of the authority shall be publicized monthly and the financial records shall always be open to the public.

(6) In addition to the items and records prescribed in subsection (5), a writing prepared, owned, used, in the possession of, or retained by the board in the performance of an official function shall be made available to the public in compliance with the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(7) By resolution of its governing body, a municipality having more than 1 authority may establish a single board to govern all authorities in the municipality. The governing body may designate the board of an existing authority as the board for all authorities or may establish by resolution a new board in the same manner as provided in subsection (1). A member of a board governing more than 1 authority may be a resident of or have an interest in property in any of the downtown districts controlled by the board in order to meet the requirements of this section.

(8) By ordinance, the governing body of a municipality that has a population of less than 5,000 may have the municipality's planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33, MCL 125.3801 to 125.3885, serve as the board provided for in subsection (1).

(9) If a municipality enters into an agreement with a qualified township under section 203(7), the membership of the board may be modified by the interlocal agreement described in section 203(7).

History: 2018, Act 57, Eff. Jan. 1, 2019;—Am. 2019, Act 29, Imd. Eff. June 25, 2019.

**DDA
SPECIAL DDA Meeting Minutes
October 3, 2022
City Hall Chambers
8:00 AM**

Members Present: Jay Bostwick, Kyle Closs, Linda Norlander, Robert LeDuc, Linda Howlett, Taylor Miller, Jason Lippens and Mayor Thompson

Members Absent: Marcey Skwor

Vacancies - 2

Other Staff Present: Renée Barron, Eric Buckman, Patricia West

Meeting was brought to order at 8:15AM by Jay Bostwick

I. CALL TO ORDER:
Roll Call was noted

II. PUBLIC COMMENT:

III. NEW BUSINESS

- A. Farmers Market Grievance:** Jan Rider's grievance was heard by the DDA members in attendance. The DDA members asked some questions of both Ms. West and Ms. Rider. There were two people in the audience who spoke on behalf of Ms. Rider. After review the grievance materials and discussing the issue at great length the following motion was made.

*Motion by Kyle Closs; seconded by Linda Norlander to uphold Ms. West's decision regarding Ms. Riders participation in the Farmers Market for this year and start fresh for next year. **MOTION CARRIED***

- B. Resignation of Mike Williamson & Derby Chase:**
Jay Bostwick read Derby Chase's resignation to the DDA members.

*Motion by Linda Howlett; seconded by Linda Norlander to accept Mr. Williamson and Mr. Chase's resignation, with regrets. **MOTION CARRIED***

- C. DDA Board Membership:**
Barron reviewed the process and rules that govern the number of DDA Board Members. Currently the DDA is at 11 members but statute allows DDA boards to exist with as little as 8 members.

Motion by Kyle Closs; seconded by Linda Norlander to recommend to the City Commission to have the DDA go down to 9 voting members instead of 11. MOTION CARRIED.

D. DDA Coordinator Position

Barron reviewed the process for the posting of the DDA Coordinator position and discussed the final applicant and process for the interview. Kyle Closs (interview committee member) reviewed the qualifications of the candidate and discussed the interview committee's recommendation to the DDA.

Motion by Jay Bostwick; seconded by Taylor West to approve Patricia West as the new DDA Coordinator with a salary range of \$23,000-\$28,000 with the pay and hours to be negotiated between Ms. West and the City Manager. Discussion: Farmers Market Coordination to be rolled in as part of the DDA Coordinator position after the end of the 2022 market season. MOTION CARRIED

E. Old Fashion Christmas Subcommittee & Budget Request

Jay Bostwick reviewed the current Old Fashion Christmas Committee members and asked if any other DDA members would like to participate. No DDA members present were interested in being added to the committee. Taylor Miller was appointed previously to the committee by the Chair; Jay Bostwick. General discussion was that the Old Fashion Christmas Committee should seek out business owners as members to fill this committee.

Barron reviewed an additional request from Shelly Claycomb to increase her coordination budget \$300-\$500 for her to cover activities that should would utilize an assistant for.

Motion by Linda Norlander; seconded by Linda Wicklund to approve up to \$300 for the coordinators line item to be used for assistant activities. MOTION CARRIED

Meeting Adjourned: 9:15AM

Respectfully submitted by:
Renée Barron, Community Development Director

**DDA
SPECIAL DDA Meeting Minutes
October 3, 2022
City Hall Chambers
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Meeting Adjourned: 9:15AM

Respectfully submitted by:
Renée Barron, Community Development Director

CITY OF GLADSTONE

ORDINANCE NO. 2023-625

**AN ORDINANCE TO AMEND CHAPTER 2 ADMINISTRATION; ARTICLE VI
BOARDS, COMMISSIONS AND AUTHORITIES; DIVISION 2 DOWNTOWN
DEVELOPMENT AUTHORITY; SECTION 2-276 OF THE CITY OF GLADSTONE
CODE OF ORDINANCES**

The City of Gladstone ordains and is hereby ordained by the authority of the same as follows:

Sec. 2-276. - Governing board.

- (a) The downtown development authority shall be under the supervision and control of a board consisting of the mayor and ~~ten~~ **eight** members selected by the mayor, subject to the approval of the city commission. Not less than a majority of the members shall be persons having an interest in property located in the downtown district. Not less than one of the members shall be a resident of the downtown district. Of the members first appointed, two shall be appointed for one year, two for two years, three for three years and three for four years. A member shall hold office until the member's successor is appointed. Thereafter, each member shall serve a term of four years. An appointment to fill a vacancy on the board shall be made by the mayor for the unexpired term only. Members of the board shall serve without compensation, but shall be reimbursed for actual necessary expenses. The chairman of the board shall be elected by the board.
- (b) The members of the board shall meet all qualifications and perform all necessary functions delineated in Public Act No. 197 of 1975 (MCL 125.1651 et seq.). The members of the board are subject to all conditions, sanctions and procedures delineated in such act. The board is empowered with all powers delineated in such act.

SECTION 2. REPEAL OF CONFLICTING SECTIONS: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. EFFECTIVE DATE: This ordinance shall be in full force and effect ten (10) days after its passage and publication.

Introduced: 01-09-2023

Published:

Public Hearing: UP Action News & www.gladstonemi.org

Adopted:

Published:

Effective:

CITY OF GLADSTONE:

Joe Thompson, Mayor

Kimberly Berry, Clerk



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.org

Staff Report

Agenda Date: 1/9/2023

City Manager: _____

Department:

Department Head Name: _____

Presenter: John Picard

Kim Berry, City Clerk _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE: Soo Line Train Engine Maintenance Agreement.

BACKGROUND: Mr. John Picard will be at the meeting to discuss the group of volunteers he has recruited and their plans for the future of Soo Line Engine #730

FISCAL EFFECT: Transfer the \$4,084.99 from Soo Steam Engine account to the Delta County Community Foundation.

SUPPORTING DOCUMENTATION: Please see attached email and letter

RECOMMENDATION: Make motion to approve transfer of existing funds to the Delta County Community foundation and to authorize that the City Manager work with the City Attorney on an agreement between the City and Soo Line Train Engine group regarding future maintenance and improvements to the train engine and train engine site.

Eric Buckman

From: Cheryl Andzejewski <cheryla@cfup.org>
Sent: Wednesday, October 12, 2022 10:35 AM
To: Eric Buckman
Subject: Soo Line Steam Engine #730 Authority

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Eric,

How are you doing? I'm emailing you in regard to the new fund the Soo Line Steam Engine #730 Authority started with us. I thought the City of Gladstone would've been excited to have us have this fund so the City wouldn't have to do all the work but it seems like there may be some concerns from you.

I'm available if you want to do a phone call or if you'd like, we could have a meeting or both if need be.

I'll answer what I can and then hopefully, we can figure out what works best for the City of Gladstone & the Soo Line Steam Engine #730 Authority.

From your letter:

- 1) Can we transfer City funds to the Community Foundation and how is it accounted for? We have a fund agreement between the community foundation and the Authority with the sole purpose of being able to obtain funding thru donations and fundraisers to be used for improvements & care of the Steam Engine #730 (property of the City of Gladstone). The donations to the City for this same purpose should be able to be transferred to the community foundation as it would be for the same purpose. Or....if the City wishes, the money that's with the City now can be used for expenses of the Engine until those funds are exhausted, at which time, the expenses would then come out of the community foundation fund (pending available balances of course).
- 2) Does the City Commission need to approve this transfer of money originally donated to the City? That would be a question for you or your auditor. We are a valid 501(c)(3) with a current License to Solicit. Tax ID: 38-3227080. Or, like I said the City could keep that money & pay all the bills until the money is exhausted.
- 3) Does the City Commission need to approve the creation of the new committee/authority that will have sole control of the finances, funding and upkeep of a City owned piece of property? Again, a question for you or your auditor. However, all parties involved know it is the property of the City of Gladstone and the vision is that any and all improvements/maintenance would be pre-authorized by the Gladstone City Manager before any purchases or work would be done. Financial reports would be given to the Authority & they would provide detail reporting to the City for their records. The main control would be in the City of Gladstone's hands.
- 4) Who will have oversight and control when issues arise? It is property of the City of Gladstone so the City will always be in control of its property. This is why the Authority would get pre-authorization of any activity being done on the Steam Engine as well as provide financial reporting so the City could remain in control.

It is sometimes easier for donors to donate to a 501(c)(3) instead of a government entity. We've had specific cases where some retirement accounts won't let a donor give to the City but they will let them give to a 501(c)(3). We are equipped to help with fundraising efforts as well as being able to provide donors with a tax receipt/thank you letter upon any donations. We are also audited every year by an outside independent auditor and are certified by National Standards from the Council on Foundations in Washington D.C.

In the end, please know that our intentions are only to help not hinder. I truly thought the City, as long as the Authority got everything pre-authorized & gave the City financials, that the City of Gladstone would be in control and would welcome a group of people who are willing to donate their time and efforts to make the Steam Engine #730 a valuable asset to Gladstone and even expand Gladstone's efforts to promote tourism to include this valuable piece of historical property.

Again, I'll keep my schedule open for a phone call or a meeting. Please let me know.

Thank you & enjoy your day!

Cheryl

Cheryl Andzejewski

Cheryl Andzejewski

Executive Director, Community Foundation for Delta County

President, Community Foundation of the Upper Peninsula

2420 1st Ave S

Escanaba, MI 49829

(906) 786-6654



Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 000 REVENUE							
04/01/2022			101-000-674.019 DONATIONS SOO STEAM ENGINE		BEG. BALANCE		0.00
04/27/2022	CR	RCPT	GREAT LAKES 1ST FED CU	359765		500.00	(500.00)
05/17/2022	CR	RCPT	GLADSTONE LIONS CLUB	359883		500.00	(1,000.00)
05/26/2022	CR	RCPT	WILBEE, DENNIS & CAROLYN	359938		25.00	(1,025.00)
06/03/2022	CR	RCPT	ZIMMER, SALLY	359968		20.00	(1,045.00)
06/03/2022	CR	RCPT	HUND, MARY	359970		50.00	(1,095.00)
06/06/2022	CR	RCPT	WECKOP, DIANE	359998		20.00	(1,115.00)
06/07/2022	CR	RCPT	LANG, MARGARET	360011		200.00	(1,315.00)
06/07/2022	CR	RCPT	DONOR	360012		5.00	(1,320.00)
06/07/2022	CR	RCPT	KAMINEN, RONALD	360014		25.00	(1,345.00)
06/08/2022	CR	RCPT	WELLS LION CLUB	360019		500.00	(1,845.00)
06/08/2022	CR	RCPT	RUDOLPH, KARL	360020		50.00	(1,895.00)
06/08/2022	CR	RCPT	BRUSOE, JAMES	360021		50.00	(1,945.00)
06/08/2022	CR	RCPT	BRUSOE, LEIZIME	360022		50.00	(1,995.00)
06/08/2022	CR	RCPT	BRUSOE, JOHN	360023		50.00	(2,045.00)
06/09/2022	CR	RCPT	ASHLEY, STEPHEN	360032		100.00	(2,145.00)
06/14/2022	CR	RCPT	SHANDONAY-BEAUVAIS, JANET	360054		100.00	(2,245.00)
06/17/2022	CR	RCPT	JOHNSON, STEVEN	360087		50.00	(2,295.00)
06/22/2022	CR	RCPT	THIVIERGE	360126		30.00	(2,325.00)
06/29/2022	CR	RCPT	CARLTON, MICHAEL	360176		25.00	(2,350.00)
07/11/2022	CR	RCPT	BEGGS, DANIEL	360415		50.00	(2,400.00)
07/11/2022	CR	RCPT	BOVIN, DOUG	360422		50.00	(2,450.00)
07/12/2022	CR	RCPT	CLAIRMONT, JOSEPH	360460		20.00	(2,470.00)
07/14/2022	CR	RCPT	MALNAR, JOHN	360527		400.00	(2,870.00)
07/18/2022	CR	RCPT	PALMCOOK, BOB	360567		10.00	(2,880.00)
07/19/2022	CR	RCPT	WEINRICH, DARLENE	360592		100.00	(2,980.00)
07/21/2022	CR	RCPT	BARK RIVER LIONS CLUB	360633		250.00	(3,230.00)
07/21/2022	CR	RCPT	DELTA APPRAISAL SERVICES	360647		500.00	(3,730.00)
07/21/2022	CR	RCPT	DELTA APPRAISAL SERVICES	360648		100.00	(3,830.00)
07/21/2022	CR	RCPT	PCKARD, JOHN	360649		265.00	(4,095.00)
08/03/2022	CR	RCPT	BOVBJERG, DANA	360907		50.00	(4,145.00)
08/04/2022	CR	RCPT	ROTARY CLUB OF ESCANAB	360932		250.00	(4,395.00)
08/04/2022	CR	RCPT	RALPH, MARY	360941		50.00	(4,445.00)
08/30/2022	CR	RCPT	CANNON COTTAGE LLC	361321		100.00	(4,545.00)
08/30/2022	CR	RCPT	MOHLER, DEBORAH	361324		50.00	(4,595.00)
09/01/2022	CR	RCPT	GOGNON, AILEEN	361360		200.00	(4,795.00)
09/01/2022	CR	RCPT	JENSEN, DIANE	361377		25.00	(4,820.00)
09/07/2022	CR	RCPT	MICHAELS, THOMAS & FRANCES	361519		50.00	(4,870.00)
09/07/2022	CR	RCPT	MINEAU, JEANETTE	361522		100.00	(4,970.00)
09/07/2022	CR	RCPT	SCHMIDT, WILLIAM	361584		125.00	(5,095.00)
09/13/2022	CR	RCPT	VALIQUETTE, SUSAN	361834		20.00	(5,115.00)
09/16/2022	CR	RCPT	SOO LINE HISTORIAL & TECHNICAL SOCI	362013		1,000.00	(6,115.00)
09/20/2022	CR	RCPT	JOHNSON, JAMES	362049		1,000.00	(7,115.00)
09/26/2022	CR	RCPT	JOHNSON, JACQUELYN	362081		200.00	(7,315.00)
09/30/2022	CR	RCPT	MARMALICK, CLAYTON	362107		100.00	(7,415.00)
01/03/2023	CR	RCPT	CUSTOMER	363168		5.00	(7,420.00)
01/05/2023			101-000-674.019	END BALANCE	0.00	7,420.00	(7,420.00)
TOTAL FOR DEPARTMENT 000 REVENUE					0.00	7,420.00	
TOTAL FOR FUND 101 GENERAL FUND						7,420.00	(7,420.00)
GRAND TOTALS:						7,420.00	(7,420.00)

7,420.00
- 3,335.01
Bal = 4,084.99

01/05/2023 08:37 AM
User: VICKI
DB: Gladstone

GL ACTIVITY REPORT FOR VICKI SCHROEDER
FROM 101-101-880.008 TO 101-101-880.008
TRANSACTIONS FROM 04/01/2022 TO 01/05/2023

Page: 1/1

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 101 CITY COMMISSION							
04/01/2022			101-101-880.008 SOO STEAM ENGINE		BEG. BALANCE		0.00
08/05/2022	AP	INV	IVERSON'S HOME CENTER	2208-513082	3,100.01		3,100.01
09/01/2022	AP	INV	GENESIS GRAPHICS INC.	58684	100.00		3,200.01
09/29/2022	AP	INV	DELTA FENCE & CONTRUCTION	5042	135.00		3,335.01
01/05/2023			101-101-880.008	END BALANCE	3,335.01	0.00	3,335.01
TOTAL FOR DEPARTMENT 101 CITY COMMISSION					<u>3,335.01</u>	<u>0.00</u>	
TOTAL FOR FUND 101 GENERAL FUND					<u>3,335.01</u>		<u>3,335.01</u>
GRAND TOTALS:					<u>3,335.01</u>		<u>3,335.01</u>



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.org

Staff Report

Agenda Date: 01-09-2023	Eric Buckman, City Manager: _____
Department: City Commission	Department Head Name: _____
Presenter: Manager Buckman	Kim Berry, City Clerk: _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE: MERS Administrative Services Agreement

BACKGROUND:

This amendment to the agreement made on January 1, 2012 for members of Division 01 to update Section 39-42 to reflect that member contribution will be calculated based on a member's gross wages as stated in union contract. This amendment will correct the discrepancy flag in the MERS system.

FISCAL EFFECT:

None

SUPPORTING DOCUMENTATION:

MERS Administrative Services Agreement

RECOMMENDATION:

Approve the MERS Administrative Services Agreement for Division 01 and authorize Manager Eric Buckman to sign the agreement.

Administrative Services Agreement

This Agreement, made as January 1, 2012 ("Effective Date"), between the Municipal Employees' Retirement System of Michigan (MERS) and the City of Gladstone (Municipality), together with the Adoption Agreement, provides the mutually agreed upon terms for MERS' administration of benefits for members of Division 01 (General Other). Nothing in this Agreement supersedes or waives any rights or obligations of the parties under law and the MERS Plan Document.

CONTRIBUTIONS

Member Contributions *MERS Plan Document Sections 39-42*

The municipality has adopted a mandatory pre-tax member contribution percentage of 1.0%. The Municipality has requested and MERS has agreed to administer a non-standard calculation of member contributions, such that member contribution will be calculated based on a member's gross wages; while the reported wages for the purposes of determining their Final Average Compensation will be based on the Definition of Compensation as adopted by the Municipality. MERS agrees to remove the discrepancy flag in its reporting system as a result of this non-standard calculation. The Municipality is responsible for providing MERS with written notification of any changes to the member contribution rate or the method by which the contribution is calculated. Employees may not vary the rate or discontinue these contributions.

By signing below, the parties agree that the Defined Benefit Plan will be administered in accordance with the explanations provided herein. Items not discussed in the Adoption Agreement or this Administrative Services Agreement shall be administered in accordance with the MERS Plan Document and/or applicable law.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.org

Staff Report

Agenda Date: January 9, 2023

Eric Buckman, City Manager: _____

Department: Wastewater

Department Head Name: Rodney Schwartz

Presenter: Rodney Schwartz

Kim Berry, City Clerk: _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE: Change Order No. 3 for Wastewater Treatment Plant Improvements.

BACKGROUND: See attached description pages 2 thru 4.

FISCAL EFFECT: \$120,708 increase in contract price. This will increase the current contract price from \$17,743,839 to \$17,864,547. Original contract price was \$17,743,000. (\$121,547 overall increase)

SUPPORTING DOCUMENTATION: Please see attached Change Order #3 from C2AE Engineering.

RECOMMENDATION: Make a motion to approve Change Order #3 as recommended by C2AE Engineering for a net increase to the contract price of \$120,708.



☒ Escanaba, MI ☒ Lansing, MI
☐ Gaylord, MI ☐ Canton, NY
☐ Grand Rapids, MI ☐ Syracuse, NY
☐ Kalamazoo, MI
P: 866.454.3923 www.c2ae.com

CHANGE ORDER #3

DATE OF ISSUANCE **01/05/2023**

EFFECTIVE DATE _____

OWNER **City of Gladstone, MI**

CONTRACTOR **Staab Construction Corporation**

CONTRACT: **SRF Project #5727-01**

PROJECT: **Gladstone MI, Wastewater Treatment Plant Improvements**

OWNER'S CONTRACT NO. **21-0210**

ARCHITECT/ENGINEER'S CONTRACT NO. **21-0210**

ARCHITECT/ENGINEER **C2AE, Escanaba & Lansing, MI**

You are directed to make the following changes in the Contract Documents:

Description: **See Items Below**


Reason for Change Order: **See Items Below**

Attachments: **Bulletin #2 REV1 with Contractor Change Order Requests B2.3, B2.4, B2.6, B2.9, B2.18, B2.19, B2.20, B2.22, B2.25, B2.26, signed and Staab quotes dated 11/01/2022.**

CHANGE IN CONTRACT PRICE:
Original Contract Price
\$17,743,000.00
Net increase from previous Change Orders No.1 to No. 2:
\$839.00
Contract Price prior to this Change Order:
\$17,743,839.00
Net increase of this Change Order:
\$120,708.00
Contract Price with all approved Change Orders:
\$17,864,547.00

CHANGE IN CONTRACT TIMES:
Original Contract Times:
Substantial Completion: April 15, 2024
Ready for final payment: June 24, 2024
Net change from previous Change Orders No.1 to No. 2:
Substantial Completion: None
Ready for final payment: None
Contract Times prior to this Change Order:
Substantial Completion: April 15, 2024
Ready for final payment: June 24, 2024
Net increase (decrease) this Change Order:
Substantial Completion: None
Ready for final payment: None
Contract Times with all approved Change Orders:
Substantial Completion: None
Ready for final payment: None

RECOMMENDED:

By: 
ARCH/ENGR (Authorized Signature)

APPROVED:

By: _____
OWNER (Authorized Signature)

ACCEPTED:

By: _____
CONTRACTOR (Authorized Signature)

Date: **01/05/2023**

Date: _____

Date: _____

EJCDC 1910-8-8 (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

Description:

1. Bulletin #2:

- a. B2.3 Boiler Schedule and Control Change. Change flow gpm thru the hydronic boiler B-2 and B-3 to account for the change in PU-1 and PU-2. Changed EWT, LWT, Flow and WPD to match M-803 Diagram. Changed to B-2 and B-3 Sequence to reference boiler controls and sensors required to operate boilers. Added outdoor air sensors to drawings. Refer to Sheets MH-203, M-803, dated 8/23/2022 (reissued), and M-802. (Revised and reissued, dated 09/27/2022).

Reason: Due to B2.1, B2.6, and B2.22; the boiler schedule and the M-803 Diagram needed to be updated.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$21,435.00

- b. B2.4 Condenser Notes Addition. Added Hot Gas Bypass as a requirement for the Condenser Schedule. Refer to Sheet M-802. (Revised and reissued, dated 08/27/2022).

Reason: The Hot Gas Bypass was added to keep the condenser running while they AHU system modulates, helping extend the life of the condenser and help with dehumidification.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$5,752.00

- c. B2.6 Re-Pipe Hydronic System. The piping was reconfigured to provide more controls for each boiler, reduce size of boiler pumps and provide better hydraulic balancing within the system. Refer to Sheets MP-203, M-803, dated 08/23/2022 (reissued), and M-802 (Revised and reissued, dated 09/27/2022).

Reason: In conjunction with B2.1, B2.3, B2.22. Previously flow of the hydronic system had to go through both boilers. Now the boilers pull off the hydronic loop allowing the boilers to use more factory controls. This allows for greater modulation of the system and less pressure drop across the boilers.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$2,965.00

- d. B2.9 Addition of Supply Fan SF-1. Add a supply fan for raw sludge room to equalize pressure within room. Duct supply fan from passage way to raw sludge room. Relocate exhaust fan 14 ducting from sampler to be at least 10 feet away from new supply fan intake. Add a combination motor starter for SF-1 with the same control circuit as shown for exhaust fan EF-6 on Sheet E-121. In LP-A as shown on Sheet E-131, power SF-1 from circuit 49, 51, 53. Locate the SF-1 motor starter as indicated on Sheet E-202 and route the control circuit conductors to the MCP and the power to SF-1 shown on E-801 and to LP-B. On Sheet EI-106, add the PLC I/O indicated for SF-1. In specification section 40-6196 paragraph 1.23, provide controls, monitoring and alarming similar to those provided for the exhaust fan. SF-1 and EF-6 shall run together and failure of either shall activate a ventilation failure alarm. Add lintel in exterior wall. Refer to Sheets S-202, A-205, MH-202, E-121, E-131, E-202, E-801 and EI-106, dated 08/23/2022 (reissued), and M-802 (Revised and reissued, dated 09/27/2022).

Reason: SF-1 was added to force air into the raw sludge room, preventing potentially explosive gases within the corridor.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$28,207.00

- e. B2.18 Change Exhaust Fan. Exhaust fans: EF-2 thru 11 were specified with a more expensive exhaust fan. Replace these exhaust fans with less expensive, acceptable, alternatives. Exhaust fans 3 and 7 have high and low settings and low settings were added to schedule. Changing styles to EF-3 caused it to shift north. Refer to Sheets A-202, MH-204, dated 08/23/2022 (reissued) and M-802 (Revised and reissued, dated 09/27/2022).

Reason: Re-Specified EF fans to better suit site conditions.

Decrease the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$(11,784.00)

- f. B2.19 Primary Service Cover Air Pressure Balance. Remove Supply fan within the Primary Tank enclosure. Add two 30" x 30" louvers (L-5 and 6) to the east and west wall of the enclosure. Replace existing window within the Primary Headwork with a Louver (L-4). Increase the size of Exhaust fans: EF-5, 9, and 11, pull air from both the Primary Headworks and the New Service Cover. This change balances the air pressure within the New Service Cover. Refer to Sheets AD-201, A-201, A-205, MH-204, MH-300, dated 08/23/2022 (reissued), and M-802 (Revised and reissued, dated 09/27/2022).

Reason: Changed louvers to better equalize pressure and optimize exhaust within PST cover.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$15,755.00

- g. B2.20 Lower Level air pressure balance - addition of supply fan SF-2. The ventilation air for the lower level requires additional air to maintain a pressure balance. Replacing the existing Boiler Room window with a Louver (L-2) provides this air and balances the air pressure within the space. Once the air goes down to the sludge pumping area, a fire door prevents the air from proceeding. Adding SF-2 above the door moves air into the piping gallery. The existing door within the sludge pumping area needs to be replaced by a fire rated door (previously shown) to meet code. Add a combination VFD for SF-2 with the same control circuit as shown for exhaust fan EF-3 on Sheet E-121. In LP-D as shown on Sheet E-131, add a 15A/3P circuit breaker at circuit 37, 39, 41 to power SF-2. Locate the VFD as shown on Sheet E-701 and power from LP-D. Furnish and install 1-3/4" C with 12#14 and 1-3/4" C, 2-2/C#18SH from the VFD to the MCP for SF-2 control. On Sheet EI-105 add the PLC I/O indicated for SF-2. In specification section 40 6196, provide controls, monitoring and alarming similar to those provided for exhaust fan. SF-2 and EF-3 shall run together and failure of either shall activate a ventilation failure alarm. Install double angle steel lintel and demolish opening in wall. Refer to Sheets S-302, S-304, AD-201, A-201, A-205, MH-203, E-121, E-E-131, EI-105, dated 08/23/2022 (reissued), and M-802 (Revised and reissued, dated 09/27/2022).

Reason: With the addition of the door between the Gallery and Sludge Pumping, SF-2 equalizes pressures within the lower level.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$38,197.00

- h. B2.22 Add Pump 7. Add Pump 7 to allow boilers 2 and 3 to operate separate of the heating water flow. Refer to Sheets MH-203, MP-203, M-803, dated 08/23/2022 (reissued), and M-802 (Revised and reissued, dated 09/27/2022).

Reason: In conjunction with B2.1, B2.3, and B2.6. Pump 7 allows the hydronic loop to be separate from the boilers, providing the boilers greater control and flexibility.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$17,825.00

- i. B2.25 Changed Electrical Room Supply Diffusers. Changed Supply diffusers from a lay-in diffuser to an end duct mounted diffuser. Refer to Sheets MH-202, MH-802, dated 08/23/2022 (reissued).

Reason: Modified diffusers to provide cleaner mounting within room.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$1,097.00

- j. B2.26 Adjusted AHU and VAV Set Points and Notes. Adjusted heating hot water gpm for both units to provide better heating coverage for facility. Adjusted notes for AHU and VAV to provide additional heating hot water accessories. Added angled filters for AHU to increase the life of filters on the unit. Added factory installed or supplied sensors for ease of start up for the controls contractor. Refer to Sheet MH-802, dated 08/23/2022 (reissued).

Reason: Modified set points to provide better heating between the AHU and VAVs. Angled filters will extend the life of the filters. Added sensors for better AHU control.

Increase the contract in the amount of: (Pricing from Bulletin 2 REV1)

\$1,259.00

Total This Change Order

\$120,708.00