

**CITY OF GRAYLING**  
**CITY COUNCIL**  
**REGULAR MEETING MINUTES**  
**Monday, August 13, 2018**

**I. Meeting called to order by Mayor Schreiner at 6:30 P.M.**

**II. Pledge of Allegiance**

**III. Roll Call**

Members Present: Karl Schreiner, Mark Allen, Karl DeVries, Roger Moshier and Heather Forbes

Members Absent: None

Vacant Seats: None

Also, in Attendance: Doug Baum City Manager, Lisa Johnson City Clerk, Erich Podjaske, Zoning Administrator, Rae Gosling, Bill Wiegand, Doug Paulas, Anna and James McMillan, Heidi Farmer, Tim Rombach, Al Leno, Tom Steffen and Fred Fabion.

**IV. Public Comment**

Tim Rombach handed out a packet on the SawMill in Roscommon and explained they help new businesses. He feels Grayling needs a service like this and will be asking his board for support to bring this in under the DDA/GMS for a few hours a month. He will be asking his board to committee up to \$200 to cover the cost and he will be supplying the office space. He feels this service will really help in Grayling.

**V. Approval of Agenda**

Mayor Schreiner mentioned two items to be added to the agenda under New Business, I) Confirm City Managers Appointment of Matt Shaw, J) Approve Awarding DPW Bid to Graham Construction.

18-084

**Moved by Forbes seconded by DeVries to approve the agenda with the addition of #I and #J under New Business**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**VI. Approval of Consent Agenda**

18-085

**Moved by Allen seconded by Forbes to approve the consent agenda as presented.**

Member Moshier asked on the 205 fund Department 630 and the description.

City Clerk/Treasurer Johnson reviewed and it was an error setting up a new department code and would fix.

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

## **VII. Public Input Meeting**

### **A. USDA Grant for Personal Protection Equipment-Fire Fighters**

City Manager Baum explained the Grant

Deb Mead explained the Grant was for \$39,700 Match of \$13,300 for a total of \$53,000.

City Manager Baum also mentioned they would be looking at a Par Plan Grant to possibly be the match funds.

Members asked questions.

No questions from the public.

### **B. USDA Grant for Kitchen Equipment**

City Manager Baum explained it was a grant received last year and the public input session was never held. He also mentioned that none of the funds had been received or spent as of date.

Deb Mead mentioned the Grant was for \$37,500 with a match of \$37,500.

Member Allen thought it was a grant with no match.

Deb Mead mentioned that is a different grant through NEMCOG that is currently being worked on for more kitchen equipment.

No questions from the public.

### **C. USDA Loan for Northern Market**

Deb Mead explained that a public input session was needed as well, so if a loan was needed to complete the project, all meetings had been held and the support of council members.

Members agreed they supported the project.

Member Moshier asked if this is the loan that has been talked about in the past.

City Manager Baum said yes, that the Council approved him to get pre-approved so that they could pursue other sources of funding for the project.

Anna McMillan asked on the amount of the loan and if the City could afford that.

Doug Paulas explained that if all the funding comes to the table for the project, he is hoping a loan is not needed.

City Manager explained that City Council would be the final decision maker once funding is secure and if a loan is needed before the build begins.

Anna McMillan mentioned that the City Manager has made it public that he has committed city capital funds for the project.

City Manager Baum mentioned he had not committed any capital funds, that would be a decision Council would make when it is time.

City Manager Baum again explained that the building would be torn down due to the unsafe structure and due to the environmental findings it would be more feasible to build new versus trying to work with the current structure.

Members of Council had general discussion on the project.

No other questions were asked from the public.

## **X. City Managers Report**

City Manager Baum explained his report. He mentioned Riverfest/Marathon went well.

Member Allen asked on the new Community Center board.

Zoning Officer Podjaske mentioned that a formal board was created since the feasibility study came back positive.

### **Unfinished Business**

#### **A. Update Proposed Blight Ordinance**

Member Allen mentioned he feels there was some miscommunication and feels they are to work on a new draft and bring that back to Council. Not just notes of changes. He will attend the next meeting and see that a new draft be compiled and submitted to council.

#### **B. Bill Wiegand Industrial Property**

Mr Wiegand explained his wishes to purchase and what he had in mind for the business.

Zoning Officer Podjaske mentioned he feels Council should form a group/committee to look at what types of business they wish to see in the City. He also thought a Request For Qualifications (RFQ) on property should also be drafted before any sale takes place.

Mayor Schreiner asked how many acres was he looking at.

Zoning Officer Podjaske said approx. 4 acres.

City Clerk/Treasurer Johnson felt council should draft their criteria for the property as well, as they have in the past.

Mayor Schreiner asked if Members were ok with forming a committee.

The consensus of the board was ok with forming a committee.

#### **C. RRC Certification**

Zoning Officer Podjaske mentioned that all items have been completed and on Friday September 7<sup>th</sup> at 11:30 am Certification would be held at City Hall and asked members to attend if possible. Once certified MEDC will start marketing the selected properties in Grayling.

City Manager Baum wanted to thank Mr. Podjaske for all his hard work keeping it on track and making sure things got done.

## **VIII. New Business**

### **A. Confirm City Managers Appointment of Nicole Moran to the Housing Commission Board**

18-086

**Moved by DeVries seconded by Moshier confirm City Managers appointment of Nicole Moran to the Housing Commission Board**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**B. Accept Resignation of Betty Bennett from the DDA/GMS Board**

18-087

**Moved by Moshier seconded by DeVries to accept the Resignation of Betty Bennett from the DDA/GMS Board with thanks for her service on the board.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**C. Approval of 2018-2019 Liability Coverage Renewal**

City Clerk/Treasurer Johnson explained.

18-088

**Moved by Moshier seconded by Forbes to approve the 2018-2019 Liability Coverage renewal through Michigan Township Participation Plan as presented.**

Member Allen asked if the new budget included the increase.

City Clerk/Treasurer Johnson said the budget supported the past amount, but would look at the dividend returned over the last year and that may cover the increased cost.

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**D. Rental Ordinance.**

Zoning Officer Podjaske explained and asked if any members had questions.

Members asked general questions of Podjaske.

Zoning Officer Podjaske asked if they were comfortable with him holding a public input meeting on the Rental Ordinance.

The consensus of the board was ok for him holding a public input meeting at the September meeting.

**E. Resolution of Trail Head Grant Agreement.**

18-089

**Moved by Moshier seconded by Forbes to waive the reading of the Resolution.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**18-090**

**Moved by Allen seconded by Moshier to approve the Resolution of Grant Agreement City of Grayling, Grayling Trail Head and Connector Trail Project TF17-0141 as presented.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**F. Resolution Authorizing Notice of Intent to Issue Capital Improvement Bonds**

City Manager Baum explained the bid were excepted and low bid was \$1,163,000 and he had also contacted USDA on a possible loan, but rates were higher. He recommends the tiered payback options.

Member Allen felt keeping the payments close to the same would be better for budgeting purposes.

18-091

**Moved by Moshier seconded by Forbes to waive the reading of the Resolution.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

18-092

**Moved by Allen seconded by Moshier approve the Resolution Authorizing Notice of Intent to Issue Capital Improvement Bonds keeping level payments.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

#### **G. Parking Lot Presentation -Tom Steffen**

Fred Fabion explained the project they were considering on the city parking lots off of M72/Business Loop and ~~Michigan Ave~~ **Peninsula**

Members asked questions during the discussion of the project.

Tom Steffen mentioned they were looking for a development agreement with the city before moving forward.

Mayor Schreiner asked if council wished to have the City Attorney draft a development agreement.

18-092

**Moved by DeVries seconded by Moshier to ask the City Attorney to work on a draft development agreement.**

Member Allen wanted it clear that it is a draft and that is all at this time.

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

#### **H. Military Contract Update**

City Manager Baum explained that members from Camp Grayling requested a meeting with him. At that meeting they notified him that as of August 31, 2018 the contract would end due to lack of funding. They mentioned that approximately in December they would be releasing a statement of work, but is unsure on the details of that.

He then mentioned that the last page of his report identified his proposal to council to keep the current full-time fire fighters on for possibly 3-4 months to allow him to try and secure funding to continue with a full-time department. The cost would be approximately \$30,462 per month and the funds would be pulled from the departments fund balance.

Member Moshier asked if those funds were to be used for equipment. He also asked what the townships thoughts were on this.

City Manager Baum explained that the Supervisor was good with the proposal and was also helping to secure funding for the full-time department and felt that City Council could make the final decision.

Member Allen asked if approved, would the fire fighters be still doing the coverage at camp.

City Manager Baum said no, they would be covering the City and Township on a daily basis, but if a call comes from the Camp they would cover it due to it being within the jurisdiction.

General discussion of the members on the amount of time to approve was discussed.

18-093

**Moved by Moshier seconded by Forbes to approve up to three months of funding for the full-time department from the fund balance and that at that time it would be re-evaluated.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**I. Confirm City Managers appointment of Matt Shaw to the DDA/GMS Board.**

18-094

**Moved by Moshier seconded by DeVries to confirm the City Managers appointment of Matt Shaw to the DDA/GMS Board.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

**J. Accept Bid for New DPW Building**

Debra Mead explained that 10 contractors submitted bids for the new DPW building and Graham Construction was low bid at \$1,163,000 and that the Architect did vet the bids and all looked good with Graham.

18-095

**Moved by Allen seconded by DeVries to approve the bid from Graham Construction for the DPW building, pending Bonding.**

Roll Call Vote:

**Aye Forbes, Aye DeVries, Aye Schreiner, Aye Allen, Aye Moshier  
Motion Carried**

**IX. Project Update**

Debra Mead gave the Members an update on the projects.

- a. Force Main: Work will be starting soon
- b. Canoe Launch: Bids have gone out and will be in the week of September 10<sup>th</sup>
- c. Trail Projects: Nothing new at this time.
- d. Community Center: A new committee has been formed and a meeting date has not yet been set.
- e. Northern Market: Previously discussed during Public Input Session. Doug Paulus did mention that the City received a \$250K grant from Michigan Agricultural to be used towards the architects cost and final drawing to be drafted.

## **X. Reports**

### **A. Main Street Managers Report**

Gosling gave an update on what has happened over that last month and how well Riverfest went. She mentioned the new VISTA person would be Zach Miller and he will be starting on August 20<sup>th</sup>. She also did mention that Michigan Main Street was in last week and did the yearly accreditation training/review.

A member of the public asked if they purchased beer from all the breweries for the festival.

Gosling explained they purchased through a distributor but did run out during the festival and did purchase some directly from Paddle Hard and Rolling Oak to finish out the festival.

## **XI. Public Comment**

None

## **XII. Council Member Comments**

Member Moshier asked about the due date on the water bill being the 13<sup>th</sup>, demo on the Date St. home and clean up at the Market location.

City Clerk/Treasurer Johnson explained that bills were sent out before the 15<sup>th</sup> and that the due dates were set with that, but that we are allowing until the 15<sup>th</sup> for the bills to be paid.

City Manager Baum explained he was working with the utility companies and once all are disconnected, things would move forward on the demo. He also explained that clean up for the Market building was delayed due to funding and that nothing can start until funding is secured or cost will not be reimbursable.

Member Moshier then asked about the dumpsters at Ray's.

City Manager Baum said he would have Zoning Officer Podjaske look into it.

Member Moshier asked on Shoppenagons and the cones blocking the sidewalk.

Mayor Schreiner said items are falling and they don't want anyone getting hurt.

Member Allen discussed the park committee and the excess funds from the previous years budget and how they get those moved to the new fiscal year for items needing to be completed. Like the new boards at the skate rink.

City Clerk/Treasurer Johnson explained.

City Manager Baum mentioned the new UTV was outside for everyone to see.

### **XIII. Correspondence**

A. GPA

B. Grayling Enhancement Committee

C. MML

### **XIV. Adjournment**

18-096

**Moved by DeVries seconded by Moshier that the meeting is adjourned.**

**Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

Mayor Schreiner adjourned the meeting at 8:56 pm.

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Lisa K Johnson,  
City Clerk/Treasurer

Approved Minutes can be found on our website: [www.cityofgrayling.org](http://www.cityofgrayling.org)