

**CITY OF GRAYLING  
CITY COUNCIL  
REGULAR MEETING MINUTES  
Monday, August 23, 2021**

**I. Meeting called to order by Mayor Forbes at 6:28 pm**

**II. Pledge of Allegiance**

**III. Roll Call**

Members Present: Forbes, Moshier, Sloan, Schreiner, Pettyjohn

Members Absent: None

Vacant Seats: None

Also, in Attendance: Doug Baum, City Manager, Amanda Clough, Deputy Police Chief, Mike Edwards, City Attorney, Erich Podjaske, Economic Development Officer, Rae Gosling, Main Street Manager, Chelsea Goodwin, City Clerk/Treasurer, and other members of the public.

**IV. Public Comment**

None

**V. Approval of Agenda**

Mayor Forbes added item #A-Capital Improvements for Crime Lab under Unfinished Business.

21-106

**Moved by Schreiner seconded by Sloan to approve the agenda with the addition of #A-Capital Improvements for Crime Lab under Unfinished Business.**

**Roll Call Vote**

**Ayes: 5 Nays: 0, Abstain 0, Absent: 0, Vacant 1**

**Motion Carried**

**VI. Approval of Consent Agenda**

21-107

**Moved by Sloan seconded by Pettyjohn to approve the consent agenda as presented.**

**Roll Call Vote**

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

**Motion Carried**

**VII. City Manager's Report**

City Manager Baum informed Council Members that he had let the Clerk/Treasurer go on 8-13-21 but was not able to go into much detail due to it being an ongoing investigation. He informed Council that City staff had been looking through financials for grants and in turn found

discrepancies. After some more researching, it was taken to Deputy Chief Clough for even more thorough researching before presenting the findings to the City Manager. City Manager Baum said he was proud of the staff because they had looked at multiple other employees as well to see who else was potentially involved, including him. He explained that Deputy Chief Clough contacted him while on vacation and asked him to come into the office right away. From there, it was handed over to the State Police. He felt that it was best for the investigation to be handled by MSP rather than internally. He explained that Deputy Chief Clough is talking with the prosecutor about items needed for a forensic audit. The forensic audit will be at the City's expense. He mentioned that he had talked with Therese Kaiser about coming back part-time to help out at the front desk while Laurie is still learning. After talking with Deputy Police Chief Clough and Fire Chief Brown, Public Safety Administrative Assistant Jenny Maples is also willing to help out at the office. He informed Council that Deputy Clerk/Treasurer Chelsea Goodwin was sworn in by Honorable Judge Colin Hunter as the new City Clerk/Treasurer later in the day on 8-13-21. The Administrative Assistant position will be posted soon. City Manager Baum explained that he felt it was best to put out the press release that same day to be transparent about the situation. He also asked the City Attorney to be present for tonight's meeting in case Council had any questions.

Member Schreiner stated that he had no questions and that he would wait for the dust to settle and MSP to conduct their investigation. Member Sloan agreed. Members had no questions for the City Attorney.

Member Moshier asked City Manager Baum about the Clerk/Treasurer combined position.

## **VIII. Unfinished Business**

### **A. Capital Improvements for Crime lab**

City Manager Baum explained that at the 8-9-21 Council meeting, Members were presented with a letter from previous Clerk/Treasurer Johnson to reappropriate \$106,337.50 for the MSP crime lab capital improvements from last fiscal year's budget. He stated he could not figure out where she had gotten that dollar amount from. He mentioned that he talked with DPW about the costs and put together the breakdown of the \$180,000 that was originally budgeted for the repairs in FY 20/21. After reviewing the file, he felt the amount requested should have been the unspent amount for the projects which is \$164,250.00. He explained that he was asking Council for the reappropriation of the additional \$57,912.50 for the Capital Projects.

21-108

**Moved by Sloan seconded by Schreiner to Reappropriate the additional 20-21 Capital for the Crime Lab improvements to the 21-22 budget, General ledger number 401-470-970.000 in the amount of \$57,912.50**

**Roll Call Vote**

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

**Motion Carried**

**IX. New Business****A. Agreement to Perform Strategic Planning Services**

City Manager Baum had Podjaske put a PowerPoint together for Council. He explained that the state stature is that the Master Plan is updated every 5 years. Podjaske explained that the State is now withholding grant funds if you're not up to date on your Master Plan. He mentioned that once the census is complete there needs to be a full revamp of the Master Plan with the final data. He explained that a revamp of the Master Plan would cost approximately \$12,000 but it would be payable over 2 fiscal years. He stated that ½ would be up front and the other ½ once it has been completed. Since the Master Plan would take almost a year to complete, the second payment would fall into the next Fiscal Year. Member Pettyjohn asked if this was something that could be done in-house rather than hiring a consultant or if we were able to hire a consultant with an 'al-a-cart' option since the City of Grayling would not need consultant services like some of the bigger cities do. Podjaske replied yes and no. He explained that we would be working with the consultant on our wants and needs. He also mentioned that it was not the same as the FIT Assessment. City Attorney Edwards stated that the consultant comes in and specifically looks at the locality.

Podjaske explained that the Downtown Revitalization Plan was condensed from 80+ pages down to 27 pages. He believes that the Master Plan could also be condensed when revamped. He mentioned that the Economic Development Plan is designed to point out specific projects that the city is interested in doing. He mentioned that the Capital Improvement plan, which is required by the state, is helpful when doing the budget because it helps map out what needs to be replaced and when. He explained that the Planning Commission would hold a public hearing for it and then it would go to City Council.

City Manager Baum asked Members what they would like to see and would like their input.

Member Schreiner explained that he would like to see something bigger more long term as far as projects and goals for the city as in where will Grayling be in 20-25 years. Podjaske replied the purpose of the Master Plan is for long term but is required to be updated every 5 years due to things changing over time. The Master Plan is designed as a 20-40-year document.

Mayor Forbes suggested going over it at the next workshop to get a better understanding. It was also suggested to go over it at the annual joint board meeting. Members discussed and agreed to go over it at the joint board meeting January 22, 2022.

**X. Public Comment**

None

**XI. Council Member Comments**

Member Moshier asked about the sidewalk in front of Suchey chiropractic. City Manager Baum said he was able to get in contact with MDOT and that it is their responsibility to fix and that they also have another to fix.

**XII. Correspondence**

A. Michigan Public Policy Survey

City Manager Baum mentioned it was information for Members to read at their discretion.

**XIII. Adjournment**

21-109

**Moved by Sloan seconded Schreiner to adjourn the meeting.**

**Roll Call Vote**

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

Mayor Forbes adjourned the meeting at 7:10 pm.

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Chelsea Goodwin  
City Clerk/Treasurer

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