



# **GLADSTONE CITY COMMISSION REGULAR MEETING**

City Hall Chambers – 1100 Delta Avenue  
October 09, 2023  
6:00 PM

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## **AGENDA**

### **CALL TO ORDER**

1. Invocation
2. Pledge of Allegiance
3. Roll Call

### **PUBLIC HEARINGS**

### **PUBLIC COMMENT**

### **CONFLICTS OF INTEREST**

### **CONSENT AGENDA**

4. Gladstone City Commission Regular Meeting Minutes 09-25-2023
5. Payment of Bills

### **UNFINISHED BUSINESS**

6. Jones Property - Lake Shore Drive

### **NEW BUSINESS**

7. Gladstone Housing Commission Reappointment
8. Set Work Session for Fiscal Year 2022-2023 Audit Presentation
9. MERS Defined Contribution Plan Adoption Agreement
10. Authorize City Clerk to Appoint Election Workers
11. Close Gladstone Ski Club Account
12. Change Order No. 6 for Wastewater Treatment Plant Improvements
13. Wastewater Upgrades Request for Disbursement of Funds Draw #15

### **CITY MANAGER'S REPORT**

14. Historic House Committee Wisconsin Avenue Pictures

### **CITY COMMISSION & COMMITTEE REPORTS**

### **BOARDS & COMMISSIONS REPORTS**

### **CITY COMMISSIONER COMMENTS**

### **CITY CLERK COMMENTS**

### **CLOSED SESSION**

### **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: 10-05-2023

Kimberly Berry, MiPMC  
906-428-2311  
[kberry@gladstonemi.gov](mailto:kberry@gladstonemi.gov)

## **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.



# GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue  
September 25, 2023  
6:00 PM

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

**PRESENT**

Mayor Joe Thompson  
Commissioner Judy Akkala  
Mayor Pro-Tem Brad Mantela  
Commissioner Robert Pontius  
Commissioner Greg Styczynski

K9 BICO Introduction & Demonstration by Handler PSO Nadeau-Enright.

No public present for comment.

Motion made by Commissioner Styczynski, Seconded by Commissioner Akkala to approve the consent agenda

**MOTION CARRIED.**

Motion made by Mayor Thompson, Seconded by Commissioner Styczynski to appoint Ms. Melissa Silta to the DDA Board with a term expiration of May 1, 2026.

**MOTION CARRIED.**

Motion made by Commissioner Styczynski, Seconded by Commissioner Akkala to write-off Water Department bad debt in the amount of \$11,990.84 and the Wastewater Department bad debt in the amount of \$19,071.67 and amend the bad debt expense in each respectively.

**MOTION CARRIED**

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Styczynski to approve the request for disbursement of funds Draw #14 totaling \$994,627.00 for the Wastewater Upgrades.

**MOTION CARRIED**

Motion made by Commissioner Pontius, Seconded by Mayor Pro-Tem Mantela to approve the purchase of Waterworth Software in the amount of \$17,500.00.

**MOTION CARRIED**

Manager Eric Buckman reported on the following:

- Attended DATA Meeting
- Attended newly formed Gladstone Old House Committee meeting, ordered the sign material and getting information on home. Seed money for project from Dr. Mary Creten Fund.
- Held a utility meeting to discuss the no use problems
- Clerk Berry and I conducted our first Parks & Recreation Meeting; a long meeting but very informative. We are looking to post internally within the IBEW Local 906 Union and go outside if no candidate is present from the Union.
- Attended the DDA meeting
- Met with attorneys regarding the Irish Oaks Golf Course
- Attended a Supervisor Safety Meeting to get refocused and back on track at this level
- We received a \$10,000 Fire Department Grant; the announcement was two months late and invoices for reimbursement are due by Friday. Contact is being made to discuss adjustment to deadline for reimbursement as we held off purchases until we knew we were receiving grant.

YTD Financial Reports presented by Manager Buckman

Community Development Director, Renee Barron presented the City of Gladstone 2023 Building Permits and New Demolition Requirements.

Commissioner Pontius requested more information or presentation by Amy Berglund or Marty Fittante of Invest UP regarding the HUB Zone for small businesses.

Commissioner Styczynski stated that five years ago he presented to purchase the Johnson Brothers building for Rock Electric. Happy to report the building has been improved as presented five years ago and them some and really happy to report that employment and business has exceeding his projections five years ago.

Mayor Joe Thompson reminded voters that there is a General Election November 7, 2023 in City of Gladstone for two City Commission seats and Gladstone Schools Bond Proposal.

Clerk Berry reported that Absent Voter Ballots are available for the November 7, 2023 General Election. If you submitted an application for absentee ballot please watch your mail as ballots will be sent out this week.

Motion made by Mayor Pro-Tem Mantela; Seconded by Commissioner Styczynski to enter closed session at 7:15 PM to consider material exempt from discussion or disclosure by state or federal statute as allowable under the Open Meetings Act 267 of 1976 (15.268) Section 8 Item h.

Voting Yea: Mayor Thompson, Commissioner Akkala, Mayor Pro-Tem Mantela, Commissioner Pontius, Commissioner Styczynski

MOTION CARRIED



Mayor Thompson called the meeting back into open session at 8:02 PM with no action taken in closed session.

Motion by Mayor Pro-Tem Mantela; Seconded by Commissioner Styczynski to approve the Termination and Release Agreement between the City of Gladstone and Gladstone Oaks, LLC; also, to authorize Mayor Joe Thompson to sign the agreement.

Voting Yea: Mayor Thompson, Commissioner Akkala, Mayor Pro-Tem Mantela, Commissioner Pontius, Commissioner Styczynski

MOTION CARRIED

There being no further business before the Commission, Mayor Thompson adjourned the meeting at 8:03 PM.

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Joe Thompson, Mayor

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Kimberly Berry, City Clerk

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

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
Electric	CC Power, LLC - Invoice 23867 Contract Work	\$ 12,537.28
	CC Power, LLC - Invoice 23907 Contract Work	\$ 15,671.60
	Jason Lippens Construction Invoice #80 Front of Electric Dept. Siding	\$ 7,990.95
General	CAT Financial - Contract #001-0881696-000 Backhoe loader	\$ 47,598.00

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**Total Bills Over \$5,000 for Commission Approval** \$ 83,797.83

**\*\*Not Budgeted**

INFORMATION ONLY

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**September 2023 Accounts Payable - Attached**  
**September 2023 Payroll by Fund - Attached**

# 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
09-21-2023	07050	23867
P.O. NUMBER	WORK ORDER NO.	SHIP DATE

TO:  
 CITY OF GLADSTONE  
 1100 DELTA AVENUE  
 GLADSTONE, MI 49837

JOB SITE:  
 GLADSTONE T&M WORK

JOB NUMBER	TERMS	SALES PERSON
TM-23-06002	DUE UPON RECEIPT	

ITEM	DESCRIPTION	UNIT	UNIT PRICE	AMOUNT
1	BILLING FOR CREWS WORKING T&E WORK WEEK ENDING 9/17/2023  DETAILS ATTACHED  JACOB SNOWAERT'S CREW THREE MAN CREW W/ EQUIPMENT	32	391.79	12,537.28

*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	\$12,537.28
	TAX AMOUNT	
	*PLEASE REMIT THIS AMOUNT 	\$12,537.28

# 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

Item 5.

INVOICE DATE	CUSTOMER NO.	INVOICE NUMBER
09-28-2023	07050	23907
P.O. NUMBER	WORK ORDER NO.	SHIP DATE

TO:  
 CITY OF GLADSTONE  
 1100 DELTA AVENUE  
 GLADSTONE, MI 49837

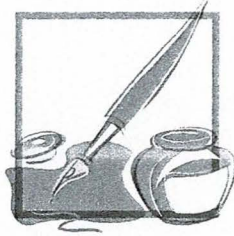
JOB SITE:  
 GLADSTONE T&M WORK

JOB NUMBER		TERMS	SALES PERSON	
TM-23-06002		DUE UPON RECEIPT		
ITEM	DESCRIPTION	UNIT	UNIT PRICE	AMOUNT
1	BILLING FOR CREWS WORKING T&E WORK WEEK ENDING 9/24/2023  DETAILS ATTACHED  JACOB SNOWAERT'S CREW  THREE MAN CREW W/ EQUIPMENT	40	391.79	15,671.60
*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	\$15,671.60
			TAX AMOUNT	
			*PLEASE REMIT THIS AMOUNT 	\$15,671.60



# Jason Lippens Construction

8444 N. P.11 Drive  
Gladstone, MI 49837



# Invoice

Invoice No: 80  
Date: 9/25/2023  
Terms: Net 30  
Due Date: 10/25/2023  
Order No:  
Territory:  
Salesperson:

Cell: 1-906-280-6408  
jlippens @charter.net

**Bill To:**

City of Gladstone  
ATTN: REP Electric Siding  
1100 Delta Ave.  
Gladstone, MI 49837

Code	Description	Qty/Hours	Rate	Amount
	Siding on font of electric dept.	1.00	\$0.00	\$0.00
	Building Material: Astro U.P. 6 gauge metal and accessories	1.00	\$7,990.95	\$7,990.95*
	Building Materials: 1 x 4 furring strips (1280.00)	1.00	\$0.00	\$0.00*
	Scrape & paint mansert (2280.00)	1.00	\$0.00	\$0.00*
	Labor for furring & materials (4920.00)	1.00	\$0.00	\$0.00*

\* Indicates non-taxable item

582-555-970,000

Subtotal	\$7,990.95
Tax (6.00%)	\$0.00
Total	\$7,990.95
Deposit	\$0.00
<b>Balance Due</b>	<b>\$7,990.95</b>



CUSTOMER STATEMENT

GLADSTONE, MI CITY OF

STATEMENT NUMBER: 34419261  
CUSTOMER NUMBER: 2021413

**DUE DATE: 10/04/23**  
**AMOUNT DUE: \$47,598.00**



Taking care of your needs is our top priority. We truly appreciate the opportunity to serve you and look forward to our continued relationship.

Manage your account online at mycatfinancial.com or on MyCatFinancial app.

CONTRACT NO.	MODEL/SERIAL NO.	DESCRIPTION	DUE DATE	PRINCIPAL	INTEREST	AMOUNT
001-0881696-000	420F2IT / HWD01737	BACKHOE LOADER				
		Payment	04-Oct-2023	\$45,639.03	\$1,958.97	\$47,598.00
		CONTRACT BALANCE:		\$47,416.75*		
Contract balance does not equal payoff amount. To request a payoff, please visit mycatfinancial.com. Please be advised the amount due may not reflect recent payments received.						
<b>AMOUNT DUE ON CONTRACT 001-0881696-000</b>						<b>\$47,598.00</b>
Last Payment Received Date		03-Oct-2022		\$6,718.00		

101-441-994-000-1958.97  
101-532-970-000-45,639.03  
a/ves

cc 10/9/23 pmf of bills  
cc lease approved 6-26-2017.

**TOTAL AMOUNT DUE \$47,598.00**

**MAKE A PAYMENT & MANAGE YOUR ACCOUNT**

**CONTACT US**

**ONLINE**

- MyCatFinancial.com or the MyCatFinancial app
- Make a payment
- View statements and pay history
- Obtain buyout quote
- View amortization schedule
- View interest letters
- View e-signed documents
- View wire instructions
- Sign up for Auto Pay



Scan with your phone to visit MyCatFinancial.com.

**CHECK**

You are enrolled in Auto Pay. The payment will be withdrawn from your bank account on the due date. If you have miscellaneous fees or past due payments, please contact Cat Financial Customer Service.

**OVERNIGHT MAIL**

JPMorgan Chase (TX1-0029)  
Attn: Caterpillar Financial Services  
Lockbox 730681  
14800 Frye Road, 2nd Floor  
Fort Worth, TX 76155

**CUSTOMER SERVICE**

**U.S. Domestic 1-800-651-0567**

Customer Service: nabc.customerservice@cat.com

PLEASE RETURN BOTTOM PORTION WITH YOUR PAYMENT



STATEMENT NUMBER: 34419261  
CUSTOMER NUMBER: 2021413

**DUE DATE: 10/04/23**  
**AMOUNT DUE: \$47,598.00**

PINXB100304020 - 588019565 - S3



GLADSTONE, MI CITY OF  
1100 DELTA AVE  
GLADSTONE MI 49837-1434

**SEND PAYMENT ONLY TO:**

You are enrolled in Auto Pay. The payment will be withdrawn from your bank account on the due date. If you have miscellaneous fees or past due payments, please contact Cat Financial Customer Service.



Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank BAY					
09/01/2023	BAY	78104	KETCH11200	JANICE ANN FRIZZELL	3,291.67
09/01/2023	BAY	908(E)	OFFIC15110	U.S. BANK EQUIPMENT FINANCE	192.04
09/05/2023	BAY	78148	BAYDE02100	BAY DE NOC COMMUNITY COLLEGE	39,879.31
09/05/2023	BAY	78149	DELTA04175	DELTA COUNTY TREASURER	277,331.13
09/05/2023	BAY	78150	DELTA04750	DELTA-SCHOOLCRAFT I.S.D.	31,108.47
09/06/2023	BAY	78147	CITYO03100	CITY OF GLADSTONE	200.00
09/07/2023	BAY	78166	FLYME06100	FLY-ME FLAG	335.00
09/07/2023	BAY	910(E)	STATE19180	STATE OF MICHIGAN	14,767.34
09/12/2023	BAY	78172	NORTH14410	NORTHERN SERVICE BUREAU INC	110.98
09/14/2023	BAY	78173	CARQU03100	ADVANCE AUTO PARTS (CARQUEST)	1,414.01
09/14/2023	BAY	78174	APEXS01100	APEX SOFTWARE	350.00
09/14/2023	BAY	78175	BERGE02110	BERGER & KING INC	1,898.50
09/14/2023	BAY	78176	BIOLO02100	BIOLOGICAL RESEARCH SOLUTIONS, INC.	325.00
09/14/2023	BAY	78177	BORDE02100	BORDER STATES INDUSTRIES INC.	1,253.98
09/14/2023	BAY	78178	BROED02100	BROEDERS ALTERNATOR & STARTER	48.00
09/14/2023	BAY	78179	C.C.PO3100	C.C. POWER, LLC	19,795.14
09/14/2023	BAY	78180	C2AE01000	C2AE	49,217.57
09/14/2023	BAY	78181	CALGO03100	CALGON CARBON CORP	104,240.00
09/14/2023	BAY	78182	CDWG03100	CDW GOVERNMENT	6,417.58
09/14/2023	BAY	78183	NAPAA14100	CHATFIELD MACHINE	15.68
09/14/2023	BAY	78184	MISC	CORELOGIC	4,626.28
09/14/2023	BAY	78185	D&LJA04100	D & L JANITORIAL SUPPLY INC.	75.48
09/14/2023	BAY	78186	DELTA04135	DELTA COUNTY ROAD COMMISSION	960.68
09/14/2023	BAY	78187	DELTA04200	DELTA DISPOSAL	2,200.86
09/14/2023	BAY	78188	DELTA04800	DELTA SOLID WASTE MGMT AUTHORITY	6,816.54
09/14/2023	BAY	78189	ECONO05100	ECONO SIGNS INC.	338.20
09/14/2023	BAY	78190	ELSTE5150	ELSTER SOLUTIONS, LLC	21,778.20
09/14/2023	BAY	78191	EPSEL5100	EPS INTERNATIONAL, INC.	18,304.00
09/14/2023	BAY	78192	FAHRN06100	FAHRNER ASPHALT SEALERS, LLC	183,404.80
09/14/2023	BAY	78193	FASTE06100	FASTENAL COMPANY	7.50
09/14/2023	BAY	78194	HAWK08100	HAWKINS, INC.	8,482.64
09/14/2023	BAY	78195	HIAWA08100	HIAWATHA CHEF SUPPLY, INC.	288.00
09/14/2023	BAY	78196	JYDRO08100	HYDROCORP	710.00
09/14/2023	BAY	78197	INFOS09100	INFOSEND	3,616.58
09/14/2023	BAY	78198	IVERS09100	IVERSON'S HOME CENTER	490.53
09/14/2023	BAY	78199	AHERN01100	J. F. AHERN CO	558.61
09/14/2023	BAY	78200	DEPT04110	LARA-MPSC	2,661.81
09/14/2023	BAY	78201	LAWOF12100	LAW OFFICE OF CRYSTAL MORGAN, PLLC	42.00
09/14/2023	BAY	78202	LITTL12120	LITTLE BAY CONCRETE PRODUCTS	15,660.25
09/14/2023	BAY	78203	MAPLE13200	MAPLERIDGE TOWNSHIP	5,029.63
09/14/2023	BAY	78204	MASON13100	MASONVILLE TOWNSHIP TREASURER	2,716.41
09/14/2023	BAY	78205	MCCOY13100	MCCOY CONSTRUCTION & FORESTRY	67.26
09/14/2023	BAY	78206	MELSL13100	MEL'S LAWN, GARDEN & FEED	335.49
09/14/2023	BAY	78207	MENAR13100	MENARDS - ESCANABA	1,141.73
09/14/2023	BAY	78208	MILAN13100	MILAN SUPPLY COMPANY	7,061.94
09/14/2023	BAY	78209	MOTIO13100	MOTION INDUSTRIES, INC	3,358.93
09/14/2023	BAY	78210	CLASS03110	MSC INDUSTRIAL SUPPLY CO.	158.49
09/14/2023	BAY	78211	YMCA023100	NORTHERN LIGHTS YMCA, INC	7,204.32
09/14/2023	BAY	78212	NORTH14552	NORTHERN SCREENPRINTING & EMBROIDER	85.00
09/14/2023	BAY	78213	NORTH14550	NORTHGATE EQUIPMENT & SALES	149.70
09/14/2023	BAY	78214	NUWAY14100	NU-WAY CLEANERS LAUNDRY & RENTALS	152.25
09/14/2023	BAY	78215	PARAG16100	PARAGON LABORATORIES, INC.	82.00
09/14/2023	BAY	78216	PIVOT16100	PIVOT POINT PARTNERS, LLC	1,072.60
09/14/2023	BAY	78217	POMPS16100	POMP'S TIRE SERVICE, INC.	2,105.06
09/14/2023	BAY	78218	SAFET19100	SAFETYWORKS, LLC	2,800.00
09/14/2023	BAY	78219	STAAB9100	STAAB CONSTRUCTION CORPORATION	732,819.50
09/14/2023	BAY	78220	STAND19100	STANDARD ELECTRIC COMPANY	162.63
09/14/2023	BAY	78221	MICH113950	STATE OF MICHIGAN	30.00
09/14/2023	BAY	78222	SUSAN13100	SUSAN J ROBISHAW-STEPHEN K SCHMECK	200.00
09/14/2023	BAY	78223	THECA20100	THE CARPET & DRAPERY SHOPPE	4,525.00
09/14/2023	BAY	78224	THEUP20100	THE UPS STORE	350.51
09/14/2023	BAY	78225	TRUCK20110	TRUCK COUNTRY OF WISCONSIN	202.64
09/14/2023	BAY	78226	TRUCK20100	TRUCK EQUIPMENT INC	49.80
09/14/2023	BAY	78227	OFFIC15110	U.S. BANK EQUIPMENT FINANCE	84.09
09/14/2023	BAY	78228	UPCON21100	UP CONCRETE PIPE COMPANY, INC.	3,981.68
09/14/2023	BAY	78229	UPINT02110	UP INTERNATIONAL TRUCKS, INC	419.05
09/14/2023	BAY	78230	USABL21100	USA BLUE BOOK	211.86
09/14/2023	BAY	78231	WESCO23100	WESCO RECEIVABLES CORP.	1,719.61
09/18/2023	BAY	78232	CITYO03100	CITY OF GLADSTONE	36.30
09/18/2023	BAY	911(E)	USBAN21190	US BANK TRUST COMPANY, N.A.	101,262.63
09/19/2023	BAY	78263	DELTA04175	DELTA COUNTY TREASURER	379,836.23
09/19/2023	BAY	78264	DELTA04750	DELTA-SCHOOLCRAFT I.S.D.	43,387.86
09/19/2023	BAY	78265	BAYDE02100	BAY DE NOC COMMUNITY COLLEGE	53,729.37
09/20/2023	BAY	78261	MISC	KATHY PEPIN	158.95
09/20/2023	BAY	78262	MICHE13115	MICHELLE CZYGAN	150.00
09/21/2023	BAY	915(E)	QUADI02100	QUADIENT FINANCE USA, INC.	400.00
09/26/2023	BAY	912(E)	MICHI13125	MICHIGAN CONFERENCE OF TEAMSTERS	64,988.55
09/26/2023	BAY	913(E)	VOYAG22100	VOYAGER FLEET SYSTEMS INC	8,572.61



Item 5.

Check Date	Bank	Check	Vendor	Vendor Name	Amount
09/28/2023	BAY	78266	1STAYD1100	1ST AYD CORPORATION	117.93
09/28/2023	BAY	78267	ALS01100	ALS GROUP USA, CORP	740.00
09/28/2023	BAY	78268	MISC	AMANDA EARLES	103.31
09/28/2023	BAY	78269	BRIA02130	BRIAN WALLEN	250.00
09/28/2023	BAY	78270	C.C.PO3100	C.C. POWER, LLC	5,876.85
09/28/2023	BAY	78271	MISC	CHARLOTTE STROM	250.00
09/28/2023	BAY	78272	NAPAA14100	CHATFIELD MACHINE	93.27
09/28/2023	BAY	78273	MISC	CHRISTA LARSON	108.20
09/28/2023	BAY	78274	CITYO03100	CITY OF GLADSTONE	25,336.49
09/28/2023	BAY	78275	CPM03100	CMP DISTRIBUTORS, INC.	333.20
09/28/2023	BAY	78276	HDSUP08100	CORE & MAIN LP	806.02
09/28/2023	BAY	78277	D&LJA04100	D & L JANITORIAL SUPPLY INC.	514.70
09/28/2023	BAY	78278	MISC	DANA GEHLHAUSEN	102.86
09/28/2023	BAY	78279	DEARB4100	DEARBORN LIFE INSURANCE CO.	597.24
09/28/2023	BAY	78280	EPSEL5100	EPS INTERNATIONAL, INC.	400.00
09/28/2023	BAY	78281	FASTE06100	FASTENAL COMPANY	128.21
09/28/2023	BAY	78282	MIDWE13100	FINANCIAL SYSTEMS CORP.	239.40
09/28/2023	BAY	78283	GENES07110	GENESIS GRAPHICS INC.	256.00
09/28/2023	BAY	78284	MISC	GLADSTONE BRAVEBOTS	1,000.00
09/28/2023	BAY	78285	GLADS7079	GLADSTONE INDIANS BASEBALL ASSOC.	150.00
09/28/2023	BAY	78286	MISC	GRACE & CLAIRE CHILDREN'S BOUTIQUE	83.40
09/28/2023	BAY	78287	HAWK08100	HAWKINS, INC.	2,037.61
09/28/2023	BAY	78288	HIAWA08100	HIAWATHA CHEF SUPPLY, INC.	32.00
09/28/2023	BAY	78289	IDEXX09100	IDEXX DISTRIBUTION, INC.	2,220.17
09/28/2023	BAY	78290	INFOS09100	INFOSEND	1,811.73
09/28/2023	BAY	78291	IVERS09100	IVERSON'S HOME CENTER	247.12
09/28/2023	BAY	78292	MISC	JAMES COOL	250.00
09/28/2023	BAY	78293	MASON13100	MASONVILLE TOWNSHIP TREASURER	4,073.63
09/28/2023	BAY	78294	MENAR13100	MENARDS - ESCANABA	436.35
09/28/2023	BAY	78295	MISC	MICHAEL VANEFFEN	127.90
09/28/2023	BAY	78296	MOTIO13100	MOTION INDUSTRIES, INC	22.72
09/28/2023	BAY	78297	NUWAY14100	NU-WAY CLEANERS LAUNDRY & RENTALS	21.75
09/28/2023	BAY	78298	PARAG16100	PARAGON LABORATORIES, INC.	75.00
09/28/2023	BAY	78299	PARDE16100	PARDEE APPRAISAL SERVICES, LLC	1,600.00
09/28/2023	BAY	78300	PAYMENTUS	PAYMENTUS CORPORATION	3,061.85
09/28/2023	BAY	78301	POMPS16100	POMP'S TIRE SERVICE, INC.	224.00
09/28/2023	BAY	78302	REEDC18100	POWER LINE SUPPLY CO	2,929.74
09/28/2023	BAY	78303	MISC	RILEY BALDOVSKI & ILIANA MORALEZ	186.26
09/28/2023	BAY	78304	SAMUE19100	SAMUEL LEE HEWITT	405.00
09/28/2023	BAY	78305	MISC	SHAWNA BOURDEAU	118.74
09/28/2023	BAY	78306	SEHEN19100	SHORT ELLIOT HENDRICKSON, INC	1,560.00
09/28/2023	BAY	78307	MISC	STEVE HOLMBERG	46.75
09/28/2023	BAY	78308	MISC	SUSAN BOSK	250.00
09/28/2023	BAY	78309	SHERW19100	THE SHERWIN WILLIAMS CO.	512.52
09/28/2023	BAY	78310	TILBE20100	TILBERTS INC.	1,104.16
09/28/2023	BAY	78311	TRUCK20110	TRUCK COUNTRY OF WISCONSIN	226.72
09/28/2023	BAY	78312	TRUCK20100	TRUCK EQUIPMENT INC	227.92
09/28/2023	BAY	78313	UPINT02110	UP INTERNATIONAL TRUCKS, INC	1,039.04
09/28/2023	BAY	78314	USABL21100	USA BLUE BOOK	2,363.26
09/28/2023	BAY	914(E)	WPPIE23100	WPPI ENERGY	264,557.24
09/29/2023	BAY	78315	MISC	TROY RODMAN	212.00

BAY TOTALS:

Total of 129 Checks:	2,583,482.30
Less 1 Void Checks:	250.00
<b>Total of 128 Disbursements:</b>	<b>2,583,232.30</b>



For Journal Entries with Post Dates Between 09/01/2023 and 09/30/2023

Item 5.

Fund	Item	Amount
101	Gross Payment:	129,738.63
	Net Payment:	91,291.37
	Total Payroll:	153,362.37
	<b>Deductions</b>	<b>Amount</b>
	AFLAC_AFTER	214.68
	AFLAC_PRE	221.77
	CDSUPPHONE	10.07
	CLERKPHONE	10.07
	CRCL_TST	1,999.52
	DC LOAN REPAY	647.80
	DC LOAN REPAY2	782.58
	DEFINED_COMP_3	2,995.54
	DPWSUPPHONE	2.14
	FITW	11,946.43
	FOC	110.86
	FOP	469.12
	HEALTHINSCONT	3,626.55
	MEDICARE_EE	1,821.07
	MERS 457 ROTH %	239.95
	MERS457	65.63
	MSAEEFAMILY	205.99
	MSAEESINGLE	8.28
	PSUPRPHONE	10.07
	PUBSAFPHONE	14.87
	SITW	4,941.28
	SOCSEC_EE	7,786.65
	SUPSUNIONDUES	68.81
	TEAMSTERS	237.46
	TREASPHONE	10.07
	Deduction Totals:	38,447.26
	<b>Expenses</b>	<b>Amount</b>
	DEFINED_COMP_11	10,983.72
	EMPLOYER 457	686.54
	MEDICARE_ER	1,821.07
	MSA ER EXPENSE	2,333.58
	SOCSEC_ER	7,786.65
	SUI	12.18
	Expense Totals:	23,623.74

202	Gross Payment:	24,566.31
	Net Payment:	17,056.16
	Total Payroll:	29,610.67
	<b>Deductions</b>	<b>Amount</b>
	AFLAC_AFTER	3.46
	AFLAC_PRE	17.32
	CRCL_TST	43.20
	DC LOAN REPAY	66.18
	DC LOAN REPAY2	221.02
	DEFINED_COMP_3	662.60
	DPWSUPPHONE	6.67
	FITW	2,241.00
	FOC	213.02
	HEALTHINSCONT	885.91
	MEDICARE_EE	341.50
	MERS457	86.25
	MSAEEFAMILY	71.33

For Journal Entries with Post Dates Between 09/01/2023 and 09/30/2023

Item 5.

Fund	Item	Amount
	MSAEESINGLE	41.72
	SITW	946.13
	SOCSEC_EE	1,460.10
	SUPSUNIONDUES	19.48
	TEAMSTERS	183.26
	Deduction Totals:	7,510.15

Expenses	Amount
DEFINED_COMP_11	2,429.52
MEDICARE_ER	341.50
MSA ER EXPENSE	811.74
SOCSEC_ER	1,460.10
SUI	1.50
Expense Totals:	5,044.36

203

Gross Payment:	697.19
Net Payment:	510.77
Total Payroll:	825.27

Deductions	Amount
DEFINED_COMP_3	18.67
FITW	57.54
HEALTHINSCONT	20.97
MEDICARE_EE	9.75
MSAEEFAMILY	3.43
SITW	26.76
SOCSEC_EE	41.72
SUPSUNIONDUES	2.38
TEAMSTERS	5.20
Deduction Totals:	186.42

Expenses	Amount
DEFINED_COMP_11	68.44
MEDICARE_ER	9.75
MSA ER EXPENSE	8.13
SOCSEC_ER	41.72
SUI	0.04
Expense Totals:	128.08

248

Gross Payment:	432.69
Net Payment:	367.78
Total Payroll:	465.80

Deductions	Amount
FITW	13.41
MEDICARE_EE	6.28
SITW	18.39
SOCSEC_EE	26.83
Deduction Totals:	64.91

Expenses	Amount
MEDICARE_ER	6.28
SOCSEC_ER	26.83
Expense Totals:	33.11

540

Gross Payment:	5,107.70
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For Journal Entries with Post Dates Between 09/01/2023 and 09/30/2023

Item 5.

Fund	Item	Amount
	Net Payment:	3,780.79
	Total Payroll:	6,240.87

Deductions	Amount
AFLAC_AFTER	4.46
AFLAC_PRE	6.44
CRCL_TST	3.11
DC LOAN REPAY	5.71
DC LOAN REPAY2	20.67
DEFINED_COMP_3	152.19
DPWSUPPHONE	1.26
FITW	252.47
FOC	19.93
HEALTHINSCONT	206.55
MEDICARE_EE	70.82
MERS457	19.51
MSAEEFAMILY	9.44
SITW	183.86
SOCSEC_EE	302.88
SUPSUNIONDUES	4.11
TEAMSTERS	63.50
Deduction Totals:	1,326.91

Expenses	Amount
DEFINED_COMP_11	557.97
MEDICARE_ER	70.82
MSA ER EXPENSE	201.50
SOCSEC_ER	302.88
Expense Totals:	1,133.17

582

Gross Payment:	37,953.67
Net Payment:	24,451.19
Total Payroll:	45,483.99

Deductions	Amount
AFLAC_AFTER	50.61
AFLAC_PRE	197.48
CRCL_TST	1.56
DEFINED_COMP_3	1,056.83
ELECPHONE	14.87
FITW	3,416.82
HEALTHINSCONT	575.11
IBEW876FLAT	92.00
IBEW876UNION%	230.41
MEDICARE_EE	534.62
MERS457	1,928.69
MERS457%	1,436.12
MSAEEFAMILY	260.18
SITW	1,389.00
SOCSEC_EE	2,286.04
TEAMSTERS	32.14
Deduction Totals:	13,502.48

Expenses	Amount
DEFINED_COMP_10	714.26
DEFINED_COMP_11	3,089.30
MEDICARE_ER	534.62
MSA ER EXPENSE	899.34
SOCSEC_ER	2,286.04



For Journal Entries with Post Dates Between 09/01/2023 and 09/30/2023

Item 5.

Fund	Item	Amount
	SUI	6.76
	Expense Totals:	7,530.32

590

Gross Payment:	24,119.08
Net Payment:	16,124.55
Total Payroll:	29,221.66

Deductions	Amount
AFLAC_AFTER	19.31
AFLAC_PRE	25.79
CRCL_TST	1,072.82
DC LOAN REPAY	15.97
DC LOAN REPAY2	36.19
DEFINED_COMP_3	718.80
FITW	1,991.58
FOC	34.88
HEALTHINSCONT	805.79
IBEW876UNION%	1.26
MEDICARE_EE	335.39
MERS457	175.82
MERS457%	13.44
MSAEEFAMILY	157.82
SITW	899.88
SOCSEC_EE	1,434.01
SUPSUNIONDUES	32.98
TEAMSTERS	222.80
Deduction Totals:	7,994.53

Expenses	Amount
DEFINED_COMP_11	2,635.68
MEDICARE_ER	335.39
MSA ER EXPENSE	697.50
SOCSEC_ER	1,434.01
Expense Totals:	5,102.58

591

Gross Payment:	19,400.15
Net Payment:	13,593.97
Total Payroll:	23,238.17

Deductions	Amount
AFLAC_AFTER	99.48
AFLAC_PRE	46.81
CRCL_TST	47.18
DC LOAN REPAY2	20.68
DEFINED_COMP_3	530.87
FITW	2,114.37
FOC	19.93
HEALTHINSCONT	393.93
IBEW876UNION%	1.26
MEDICARE_EE	274.76
MERS457	87.70
MERS457%	13.44
MSAEEFAMILY	10.55
SITW	745.40
SOCSEC_EE	1,174.81
SUPSUNIONDUES	32.98
TEAMSTERS	157.94
USCM2284	24.02

For Journal Entries with Post Dates Between 09/01/2023 and 09/30/2023

Fund	Item	Amount
	WATERSUPHONE	10.07
	Deduction Totals:	5,806.18
	<u>Expenses</u>	<u>Amount</u>
	DEFINED_COMP_11	1,946.56
	MEDICARE_ER	274.76
	MSA ER EXPENSE	441.89
	SOCSEC_ER	1,174.81
	Expense Totals:	3,838.02

Item 5.

594

Gross Payment:	2,234.71
Net Payment:	1,907.25
Total Payroll:	2,410.73

Deductions	Amount
AFLAC_AFTER	0.29
CRCL_TST	2.61
DEFINED_COMP_3	0.76
FITW	57.06
HEALTHINSCONT	1.00
MEDICARE_EE	32.37
MSAEEFAMILY	0.21
SITW	94.69
SOCSEC_EE	138.47
Deduction Totals:	327.46

Expenses	Amount
DEFINED_COMP_11	2.80
MEDICARE_ER	32.37
MSA ER EXPENSE	1.04
SOCSEC_ER	138.47
SUI	1.34
Expense Totals:	176.02

706

Gross Payment:	168.66
Net Payment:	99.72
Total Payroll:	204.94

Deductions	Amount
AFLAC_AFTER	1.45
AFLAC_PRE	2.85
DEFINED_COMP_3	5.06
FITW	16.11
HEALTHINSCONT	1.99
IBEW876UNION%	1.26
MEDICARE_EE	2.36
MERS457	6.40
MERS457%	13.44
MSAEEFAMILY	1.05
SITW	6.18
SOCSEC_EE	10.09
TEAMSTERS	0.70
Deduction Totals:	68.94

Expenses	Amount
DEFINED_COMP_11	18.55
MEDICARE_ER	2.36
MSA ER EXPENSE	5.28

17

For Journal Entries with Post Dates Between 09/01/2023 and 09/30/2023

Fund	Item	Amount
	SOCSEC_ER	10.09
	Expense Totals:	36.28

Item 5.





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. 13<sup>th</sup> Street and Parks & Recreation Seasonal Employee  
Andrea Simmons 415 S. 4<sup>th</sup> 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](http://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



# City of Gladstone, MI

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

## Staff Report

**Agenda Date: 10-09-2023** Eric Buckman, City Manager: \_\_\_\_\_

**Department: Housing Commission** Department Head Name: \_\_\_\_\_

**Presenter: Mayor Thompson** 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:**

Housing Commission Reappointment – Mrs. Mary Bosk

**BACKGROUND:**

Mrs. Mary Bosk is willing to continue to serve on the Gladstone Housing Commission. This appointment has a term expiration of October 1, 2028.

**FISCAL EFFECT:**

None

**SUPPORTING DOCUMENTATION:**

None

**RECOMMENDATION:**

Reappoint Mrs. Mary Bosk to the Housing Commission with a term expiration of October 1, 2028



# City of Gladstone, MI

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

## Staff Report

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Agenda Date: 10-09-2023                      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:**

Set Work Session for Audit Presentation of Fiscal Year 2022-2023 Audit

**BACKGROUND:**

Presentation of FY 2022-2023 Audit by Anderson Tackman.

Recommended date is Monday, October 23, 2023 at 5:00 PM

**FISCAL EFFECT:**

**SUPPORTING DOCUMENTATION:**

A copy of the audit will be available on the City Website along with hard copies provided to Commissioners.

**RECOMMENDATION:**

Motion to set a work session for Monday, October 23, 2023 at 5:00 PM City Hall Chambers for the Fiscal Year 2022-2023 Audit Presentation.



# City of Gladstone, MI

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

## Staff Report

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Agenda Date: 10-09-2023 Eric Buckman, City Manager: \_\_\_\_\_  
 Department: City Commission Department Head Name: \_\_\_\_\_  
 Presenter: Eric 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 Defined Contribution Plan Adoption Agreement

**BACKGROUND:**

Per the POLC & PSO Union Contracts recently approved a change is required with the City of Gladstone MERS Defined Contribution Plan Adoption Agreement. The approved contracts state Public Safety employees may contribute 4% of their earnings into the Defined Contribution Plan. This is a change from 3% to 4%.

The City has always and will continue to match 3% only.

**FISCAL EFFECT:**

None to City. Employee funded.

**SUPPORTING DOCUMENTATION:**

MERS Defined Contribution Plan Adoption Agreement

**RECOMMENDATION:**

Approve the MERS Defined Contribution Plan Adoption Agreement and authorize Manager Eric Buckman to sign the agreement.



# MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711 [www.mersofmich.com](http://www.mersofmich.com)

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

**I. Employer Name** City of Gladstone **Municipality #:** 2106

**Division name** Full Time Employees Hired After 12/1/1997

Note: This division should reflect how you currently define employees who are eligible to participate, for example, All full-time Employees, New hires after 1/1/2019, etc.

## II. Effective Date

Check one:

A.  If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of \_\_\_\_\_, 20\_\_.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire     No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit\* division # \_\_\_\_\_ and/or current Hybrid division # \_\_\_\_\_

For divisions that are closing or freezing with or without conversion, the Employer must complete the *Addendum for Plan Freeze, Closure and Conversions*

B.  If this is an **amendment** of an existing Adoption Agreement (existing division number 109926), the effective date shall be the first day of November, 2023.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C.  If this is to **separate employees** from an existing Defined Contribution division (existing division number(s) \_\_\_\_\_) into a new division, the effective date shall be the first day of \_\_\_\_\_, 20\_\_.

D.  If this is to **merge division(s)** \_\_\_\_\_ into division(s) \_\_\_\_\_, the effective date shall be the first of \_\_\_\_\_, 20\_\_.

E.  If this is an amendment to close Defined Benefit division(s) # \_\_\_\_\_ or Hybrid division(s) \_\_\_\_\_ with new hires, rehires, and transfers going into existing Defined Contribution division # \_\_\_\_\_, the effective date shall be \_\_\_\_\_ (month/year).

**Note: Closing this Defined Benefit or Hybrid division(s) will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation.**

(The amount may be adjusted for any benefit modifications that may have taken place since then).



# MERS Defined Contribution Plan Adoption Agreement

## III. Plan Eligibility

Only those employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. If an employee classification is included in the plan, then employees that meet this definition are required to participate in the plan and earn time toward vesting. All eligible employees must be reported to MERS and earn time toward vesting. Some excluded classifications require additional information below. Please describe the specific classifications that are eligible for MERS within this division:

(For example: e.g., Full-time employees, Clerical staff, Union Employees participating in XXXX union)

This Division includes **public safety employees**:  Yes  No

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
<b>Temporary Employees:</b> Those who will work for the municipality fewer than _____ months in total	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Part-Time Employees:</b> Those who regularly work fewer than _____ per _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Seasonal Employees:</b> Those who are employed for tasks that occur at specific times of the year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Voter-Elected Officials</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Appointed Officials:</b> An official appointed to a voter-elected office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contract Employees</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other:</b> _____	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Other 2:</b> _____	<input type="checkbox"/>	<input type="checkbox"/>	

### Probationary Periods (select one):

- Contributions will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, contributions will not be reported and service toward vesting will begin when probationary period has ended.

The probationary period will be \_\_\_\_\_ month(s).

Comments:

- Contributions will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages and any associated contributions must be submitted to MERS.



# MERS Defined Contribution Plan Adoption Agreement

## IV. Provisions

### 1. Leaves of Absence

Regardless of whether an employee is earning a wage while on the following types of leave:

- Third-party wages are not used in determining contributions for periods of leave.
- Vesting under elapsed time continues to accrue even if wages are not earned and contributions are zero.

*Note:* Employers who determine vesting based on an “hours-reported” method, should report actual worked hours for the month where there was a leave.

Types of leave include:

- Short Term and Long Term Disability
- Workers Compensation
- Unpaid Family Medical Leave Act (FMLA)

Leaves of absence due to military service are governed by the federal *Uniformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37). Military reporting requires historical wage and contribution reporting for Defined Contribution as applicable.

### 2. Definition of Compensation

The Definition of Compensation selected must be used when determining both employer and employee contributions. Employers may include wage information along with employee and employer contributions when submitting wage/contribution reports to MERS.

Select your Definition of Compensation:

- Base Wages   
  Box 1 Wages of W-2   
  Gross Wages   
  Custom Definition

Click here to view details of Base, Box 1, and Gross Wages

(To customize your definition, please complete the [Custom Definition of Compensation Addendum.](#))

### 3. Forfeiture

A forfeiture occurs when a participant separates from employment prior to meeting the associated elapsed time (or hours reported) to receive vesting. The percentage of his/her employer contribution account balance that has not vested as of the date of termination will forfeit after 12 consecutive months following the termination date reported by the employer, or earlier, if the System distributes the participant’s vested portion. MERS will utilize any available forfeiture balance as an automatic funding source applied to reported employer contributions at the time of reporting.

### 4. Vesting

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which \_\_\_\_\_ hours are worked



# MERS Defined Contribution Plan Adoption Agreement

Vesting schedule will be (check one):

- Immediate
- Cliff vesting (fully vested after a specified number of years, not to exceed 15 years) will be \_\_\_ years.
- Graded Vesting (the % of vesting acquired after employment for the designated number of years, not to exceed 10 years; or, where full vesting is attained between 10 and 20 years, graded vesting must commence no later than 3 years of service)

% Vested	Years of Service

In the event of disability or death, an employee’s (or his/her beneficiary’s) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) \_\_\_\_\_  
*If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.*

**5. Contributions**

- a. **Contributions will be submitted** (check one):  
 Contributions will be remitted according to Employer’s “Payroll Period” which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld.
  - Weekly
  - Semi-Monthly (twice each month)
  - Bi-Weekly (every other week)
  - Monthly
- b. **Employer Contributions**  
 Required Employee Contributions and Employer Contributions are outlined using associated [Contribution Addendum for MERS Defined Contribution \(MD-073\)](#).
- c. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

**6. Loans:**  shall be permitted       shall not be permitted  
 If Loans are elected, please refer to the [Defined Contribution & 457 Loan Addendum](#).

**7. Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

**V. Appointing MERS as the Plan Administrator**

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.



## MERS Defined Contribution Plan Adoption Agreement

### VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of this Agreement is not effective until approved by MERS.

### VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

### VIII. Execution

#### Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by \_\_\_\_\_ on  
the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. (Name of Approving Employer)

Authorized signature: \_\_\_\_\_

Title: \_\_\_\_\_

#### Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: \_\_\_\_\_, 20\_\_\_\_ Signature: \_\_\_\_\_  
(Authorized MERS Signatory)





# Contribution Addendum for MERS Defined Contribution (and DC portion of Hybrid)

1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

This is an Addendum to the Adoption Agreement completed by City of Gladstone  
Name of Participating Employer

for the following:

Public Safety After 12/1/1997  
Employee Group Name

Division Code: 109926

The Addendum accompanies the MERS 401(a) Defined Contribution (DC) Adoption Agreement. Please complete this addendum for each contribution structure associated with the covered employee group.

## Section 1: Matching Contributions

The Participating Employer will make matching contributions into the DC Plan based on

(CHECK ALL THAT APPLY):

- Employee's MERS 457 program election
- Employee's non-MERS 457 program election
- Employee's one-time election of MERS Defined Contribution required employee contributions
- Other \_\_\_\_\_

For each payroll period in which employee contributions described in Section 1 are made, the Participating Employer will contribute \_\_\_\_% of the employee contribution amount.

*For example, if an Employer elects a 50% match, then for every 1% the participant defers to the Program, the Employer will contribute 0.5% to the Program.*

**Employer Cap:** The Employer elects the following matching contribution cap:

- Percentage Cap:** In no event will matching contributions made on behalf of a participant exceed \_\_\_\_% of the participant's IRS Section 401(a)(17) includable compensation as defined by the Employers' Adoption Agreement. Match cannot exceed 100% of participant's income.
- Flat Dollar Cap:** In no event will matching contributions made on behalf of a participant exceed a flat dollar amount equal to \$ \_\_\_\_\_ per \_\_\_\_\_.



# Contribution Addendum for MERS Defined Contribution (and DC portion of Hybrid)



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711 [www.mersofmich.com](http://www.mersofmich.com)

## Section 2: Required DC Contributions

Select one:

- Employees are required to contribute per pay period: \_\_\_\_\_ (specify \$ or %)
- Range from \_\_\_\_\_ to \_\_\_\_\_ (specify \$ or %) per pay period
  - Employee contributions must be in whole numbers
  - Employee contribution election may be in increments of \_\_\_\_\_% (for example, 0.5% increments)
- Choice of contribution amounts per pay period:

Employee Contribution (\$ or %)	Employer Contribution (\$ or %)
0%	8%
4%	11%

The Employer designates 4% (specify \$ or %) as the default contribution

Federal law requires employees only be offered a contribution choice at the time of first eligibility. Therefore, the default will apply when an eligible employee fails to make an election prior to the first payroll reporting in which they qualified for the plan, and those employees who are transferred, rehired, or previously covered under a non-MERS plan.

Direct Required Employee Contributions:  Pre-tax  After-tax

## Section 3: Non-Matching Contributions

The Employer hereby elects to make contributions to the participants' accounts without regard to a participant's contribution amount (check all that apply):

- Annual:** A one-time annual contribution of \$ \_\_\_\_\_ or \_\_\_\_\_% of compensation per participant.
- Pay Period:** \$ \_\_\_\_\_ or \_\_\_\_\_% of compensation per participant for each payroll period.
- One time:** \$ \_\_\_\_\_.



# Contribution Addendum for MERS Defined Contribution (and DC portion of Hybrid)



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711 [www.mersofmich.com](http://www.mersofmich.com)

This is an Addendum to the Adoption Agreement completed by City of Gladstone  
Name of Participating Employer

for the following:

All Employees Hired After 12/1/1997 Excluding Public Safety  
Employee Group Name

Division Code: 109926

The Addendum accompanies the MERS 401(a) Defined Contribution (DC) Adoption Agreement. Please complete this addendum for each contribution structure associated with the covered employee group.

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The Participating Employer will make matching contributions into the DC Plan based on

(CHECK ALL THAT APPLY):

- Employee's MERS 457 program election
- Employee's non-MERS 457 program election
- Employee's one-time election of MERS Defined Contribution required employee contributions
- Other \_\_\_\_\_

For each payroll period in which employee contributions described in Section 1 are made, the Participating Employer will contribute \_\_\_\_\_% of the employee contribution amount.

*For example, if an Employer elects a 50% match, then for every 1% the participant defers to the Program, the Employer will contribute 0.5% to the Program.*

**Employer Cap:** The Employer elects the following matching contribution cap:

- Percentage Cap:** In no event will matching contributions made on behalf of a participant exceed \_\_\_\_\_% of the participant's IRS Section 401(a)(17) includable compensation as defined by the Employers' Adoption Agreement. Match cannot exceed 100% of participant's income.
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# Contribution Addendum for MERS Defined Contribution (and DC portion of Hybrid)

1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

## Section 2: Required DC Contributions

Select one:

- Employees are required to contribute per pay period: \_\_\_\_\_ (specify \$ or %)
- Range from \_\_\_\_\_ to \_\_\_\_\_ (specify \$ or %) per pay period
  - Employee contributions must be in whole numbers
  - Employee contribution election may be in increments of \_\_\_\_\_% (for example, 0.5% increments)
- Choice of contribution amounts per pay period:

Employee Contribution (\$ or %)	Employer Contribution (\$ or %)
0%	8%
3%	11%

The Employer designates 3% (specify \$ or %) as the default contribution

Federal law requires employees only be offered a contribution choice at the time of first eligibility. Therefore, the default will apply when an eligible employee fails to make an election prior to the first payroll reporting in which they qualified for the plan, and those employees who are transferred, rehired, or previously covered under a non-MERS plan.

Direct Required Employee Contributions:  Pre-tax  After-tax

## Section 3: Non-Matching Contributions

The Employer hereby elects to make contributions to the participants' accounts without regard to a participant's contribution amount (check all that apply):

- Annual:** A one-time annual contribution of \$ \_\_\_\_\_ or \_\_\_\_\_% of compensation per participant.
- Pay Period:** \$ \_\_\_\_\_ or \_\_\_\_\_% of compensation per participant for each payroll period.
- One time:** \$ \_\_\_\_\_.



# City of Gladstone, MI

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

## Staff Report

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Agenda Date: 10-09-2023                      Eric Buckman, City Manager: \_\_\_\_\_  
 Department: Elections                      Department Head Name: \_\_\_\_\_  
 Presenter: Kim Berry                      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:**

Authorize City Clerk to appoint Election Inspectors for the November 7, 2023 General Election

**BACKGROUND:**

Election inspectors must be appointed for the November 8, 2023 General Election for Precincts 1, 2 Absent Voter Counting Boards, Receiving Board and Public Accuracy Testing.

**FISCAL EFFECT:**

Election workers payroll which is budgeted.

**SUPPORTING DOCUMENTATION:**

None

**RECOMMENDATION:**

Authorize City Clerk, Kim Berry to appoint the necessary election inspectors as needed for November 7, 2023 General Election for Precinct 1, 2, Absent Voter Counting Board, Receiving Board and Public Accuracy Testing.

GLADSTONE



**City of Gladstone, MI**

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

**MEETING TYPE  
STAFF REPORT**

**Agenda Date:** 10-09-2023

**Eric Buckman, City  
Manager:**

**Department:** Parks & Recreation

**Department Head Name:**

**Presenter:** Eric 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:**

Gladstone Ski Club Bank Account

**BACKGROUND:**

Baybank account for the Gladstone Ski Club has \$277.26 balance.

The Auditor and City Treasurer noted inactivity in this account and the account must be closed and the money receipted into the General Fund Revenue – Gladstone Ski Hill if the Ski Club is inactive.

The Parks & Recreation Advisory Board met at their September meeting and recommended to the City Commission to close the Gladstone Ski Hill Bank Account and use the \$277.26 towards the purchase of ski/snowboard equipment for the after school program.

**FISCAL EFFECT:**

\$277.26

**SUPPORTING DOCUMENTATION:**

Baybank statement

**RECOMMENDATION:**

Motion to close the Baybank account for the Gladstone Ski Club due to inactive club and receipt \$277.26 to the General Fund Gladstone Ski Hill Revenue Account for the purchase of ski/snowboard equipment for the after school program.





**Managing Your Accounts**

Item 11.

- Phone Number (906) 428-4676
- Online Banking www.baybank.us

Date 7/31/23 Page 1 of 1  
Account Number Ending 6141

318042

GLADSTONE SKI CLUB  
1100 DELTA AVE  
GLADSTONE MI 49837

**RECEIVED**  
AUG 07 2023  
BY: *Bombard*

\*\*\* CHECKING ACCOUNTS \*\*\*

REGULAR NON INTEREST CHECKING		Statement Dates 7/01/23 thru 7/31/23
ACCOUNT NUMBER	Ending 277.26	DAYS IN THE STATEMENT PERIOD 31
PREVIOUS BALANCE	277.26	AVERAGE LEDGER BALANCE 277
DEPOSITS/CREDITS	.00	AVERAGE BALANCE 277
CHECKS/DEBITS	.00	
SERVICE CHARGE	.00	
INTEREST PAID	.00	
ENDING BALANCE	277.26	

	Total For This Period	Total Year-to-Date
Overdraft item fees year to date	\$ .00	\$ .00
Return item fees year to date	\$ .00	\$ .00

DAILY BALANCE INFORMATION

DATE	BALANCE
7/01	277.26

**Keep yourself safe from fraud! Follow these tips & stay safe.**  
 ~Protect yourself & older loved ones by raising awareness  
 ~Check in on older loved ones ~Limit what you share online  
 ~Do your research ~Go slowly & ask a lot of questions  
 ~Listen to your gut ~Do not overshare personal information  
 ~Be suspicious if you have not met in person ~Do NOT send money





# City of Gladstone, MI

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

## Staff Report

**Agenda Date:** October 9, 2023

**Eric Buckman, City Manager:** \_\_\_\_\_

**Department:** Wastewater

**Department Head Name:** Rodney Schwartz

**Presenters:** Rodney Schwartz/ Mike Faeth

**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. 6 for Wastewater Treatment Plant Improvements.

**BACKGROUND:** Change order is needed to make changes to the existing contract documents. See supporting documentation for description of work.

**FISCAL EFFECT:** \$154,269.00 increase in contract price. This will increase the current contract price from \$17,759,259.00 to \$17,913,528.00. Original contract price was \$17,743,000. (\$170,528.00 overall increase, 14.1% of contingency)

**SUPPORTING DOCUMENTATION:** Please see attached Change Order No. 6 from C2AE Engineering.

**RECOMMENDATION:** Make a motion to approve Change Order No. 6 as recommended by C2AE Engineering for a net increase to the contract price of \$154,269.00.



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

# Change Order #12

Item 12.

DATE OF ISSUANCE: **09/21/2023**

EFFECTIVE DATE: **Effective on Funding Agency Approval**

**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: (List documents supporting change) **Bulletin #12, with Contractor Change Order Request 2 signed and Staab quotes dated 03/16/2023; Bulletin #13, with Contractor Change Order Request 3 through 5 and 7 through 9 signed and Staab quotes dated 08/07/2023; Email and Attachments from Contractor dated 07/05/2023 regarding Contract Times and associated costs; Email and Attachment from Contractor dated 08/01/2023 revised work log and cost explanation.**

CHANGE IN CONTRACT PRICE:
Original Contract Price <b>\$17,743,000.00</b>
Net Increase (Decrease) from previous Change Orders No. 1 to 5: <b>\$16,259.00</b>
Contract Price prior to this Change Order: <b>\$17,759,259.00</b>
Net increase of this Change Order: <b>\$154,269.00</b>
Contract Price with all approved Change Orders: <b>\$17,913,528.00</b>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: <b>April 15, 2024</b> Ready for final payment: <b>June 24, 2024</b>
Net change from previous Change Orders No. 1 to No. 5: Substantial Completion: <b>None</b> Ready for final payment: <b>None</b>
Contract Times prior to this Change Order: Substantial Completion: <b>April 15, 2024</b> Ready for final payment: <b>June 24, 2024</b>
Net increase (decrease) this Change Order: Substantial Completion: <b>3 Months</b> Ready for final payment: <b>2 Months</b>
Contract Times with all approved Change Orders: Substantial Completion: <b>July 15, 2024</b> Ready for final payment: <b>August 15, 2024</b>

RECOMMENDED:  
By:   
ARCH/ENGR (Authorized Signature)  
Date: 09/21/2023

APPROVED:  
By: \_\_\_\_\_  
OWNER (Authorized Signature)  
Date: \_\_\_\_\_

ACCEPTED:  
By: \_\_\_\_\_  
CONTRACTOR (Authorized Signature)  
Date: \_\_\_\_\_



## Description:

## 1. Bulletin #12:

- a. B12.2 **Modifications to 24" MBRE Line and Adjust Existing Cleanouts to Proposed Grades.** Refer to Sheet C-103 (reissued). Add two 24-inch 45 degree elbows to allow for the MBRE line to be installed below existing lines. Add field verification of existing 6-inch final settling tank sludge/scum return line before installing 24" MBRE. Add cleanout for 6-inch chlorine contact drain line. Add the adjustment of two existing cleanouts. Delete 24-inch MBRE TEE as described within addendum item 2.14. Disregard fittings described within B11.2.

Reason: Existing conditions did not match record drawings. Adjustments to the alignment of the MBRE piping were required to accommodate existing ground buried drain lines.

Increase the contract in the amount of: \$26,725.00

## 2. Bulletin #13:

- a. B13.3 **Provide Sludge Mixing Control Description, Revise Sludge Pumping Control Descriptions, Revise Valve Numbering.** On Sheet EI-107, the piping configuration has been revised and valve numbering corrected to match the revisions to Sheet G-104. Specification Section 40 6196 has been revised to match the changes made to Sheet EI-107 and as noted in the RFI 049 response. Within Section 40 6196, revise the control programming as shown in paragraphs 1.14, 1.16, 1.17 & 1.26. Add the control programming for sludge mixing as shown in paragraph 1.28. On Sheet E-111, where the homerun from the Sludge Recirculation Pump starters to BCP-1 is shown, revise the conductors from ¾"C, 8#12 to ¾", 12#14. Eight of the conductors shall be used by BCP-1 for pump start/stop and pump running control signals. Four of the conductors shall be routed through BCP-1 and utilize the spare conductors shown in the Signal and Control Interconnection Diagram on Sheet E-141 to provide Recirculation Pump running signals to the MCP. Refer to Sheets E-111 (not reissued), E-141 (not reissued), EI-107 (reissued) and Specification Section 40 6196 (reissued).

Reason: The sludge recirculation, transfer, and mixing pumps all draw from a common suction line. To ensure that two separate pumping systems cannot be energized at the same time provisions were included in the programming of the pumping control panels to establish a pumping priority list.

Increase the contract in the amount of: \$29,483.00

- b. B13.4 **Remove the Existing 480V and 120/240V Feeders to the Garage Building and Replace with a New 480V Feeder and Stepdown Transformer.** Disconnect and remove the existing 480V feeder to MCC-C located in the Garage. Disconnect and remove the existing 120/240V feeder to LP-G in the Garage. Furnish and install a new 150A feeder from MCC-B to the Garage Building. At the Garage Building furnish and install a 150A/3P enclosed circuit breaker to function as a service disconnect for the building. Provide grounding as indicated on Sheet E-141. Within the Garage Building furnish and install a new 15kVA, 480-120/240V, 1ph transformer, T-G, to power panelboard LP-G. At MCC-C, furnish and install a new circuit breaker to provide 480V power to new transformer T-G. Refer to Sheets ED-101, ED-102, EC-101, E-111, E-112, E-141 and E-202 (reissued).

Reason: Requested by the Owner to correct existing electrical service feeding. The garage does not meet current required codes.

Increase the contract in the amount of: \$36,581.00

- c. **B13.5 Gas Regulator Added.** The Digester Boiler requires 1 psi natural gas. The meter size will be increased by the Owner to supply 2 psi natural gas. However, the following needs to be changed: Reduce pipe size from natural gas meter from 4" to 2" diameter piping; Reduce piping size from natural gas main to Digester Boiler from 1-1/2" to 1" diameter piping; Reduce piping size on roof to new natural gas regulator from 3" to 2" diameter piping; Provide a secondary natural gas regulator on the roof with an acceptable inlet pressure of 2 psi and an outlet pressure of 11" water column (CFH 2175); Added detail showing new natural gas pressure reducing station. Refer to Sheets PPP-203, PPP-204, and PP-801 (reissued).

Reason: The selected dual fired sludge boiler requires higher gas natural gas pressure than the remaining gas fired equipment in the facility. Provisions are included to increase the natural gas pressure at the service entrance gas and reduce gas pressure to operate the rest of the equipment within the facility.

Increase the contract in the amount of: \$5,307.00

- d. **B13.6 Restored SOO for AHU-1.** The Sequence of Operations (SOO) for the AHU-1 was removed during a previous change. The previous SOO was placed back on the Sheet M-803 with minor modifications. The Variable Air Volume Box Schedule was adjusted to aid the controls contractor. Refer to Sheets M-802 and M-803 (reissued).

Reason: Items from previous changes to the M-sheets were inadvertently omitted. The sheet was reissued with initial details for clarity.

Increase/Decrease the contract in the amount of: \*No Cost Change\* \$0.00

- e. **13.7 Backup Connections for Digester Heating.** If Boiler B-1 were to no longer operate, the Digester will need a backup heating source. Following are required: Provide 2" inlet outlet piping; Provide (4) 2" ball valves; Provide (2) temperature indicators, tees and ancillaries; Provide (1) flow meter. Additionally, added box showing all items that are included with the boiler. Moved the chemical treatment to a location where it will not require adjusting the boilers manufacturer's supplied components. Refer to Sheet M-803 (reissued).

Reason: The capability to be able to interconnect the boiler system with the digester heating system was provided, per Owner request. This modification will allow the Owner to be able to manually heat the digesters in the event of a dual fired boiler failure.

Increase the contract in the amount of: \$3,177.00

- f. **13.8 Modifications to the Existing Drain Lines for FST No. 1 and 2.** The yard piping associated with the three final settling tanks are to be modified as below. Not that if ground buried plug valves, VPG-SS-03 through 05, have been ordered and delivered to the site already, to be returned for \$5,000.00 credit per email dated 9/6/2023. Modifications: Delete FST No. 3 drain line and fittings – approximately 80' of 6" ground buried ductile iron drain line, 3-6" 45 degree elbows, 2-6" tees, 1-6" clean out assembly, 1-6" wye, 6" ground buried plug valves (VPG-SS-03) associated with FST No. 3 drain line, 2-6" pipe penetrations and link seal within FST No. 3. Delete FST No. 1 and 2 ground buried drain plug valves and accessories for VPG-SS-01. Relocate VPG-SS-02 as shown on P-501. Modifications to the previously issued CO 2, item B4.2 – deletion of VPG-SS-05 in favor of replacing the existing mud valve within the FST Sludge Well. The 6" mud valve with an ASA Class 125 Flange, VM-SS-01 shall be resilient seated with a non-rising stem. Provide hand wheel operated floor stand. The deeper ground buried plug valve was deleted to protect the shallower existing 16" SE line adjacent to the drain line. No cost change – note that VPG-SS-04 was relabeled to VPG-SS-01. Note that the existing piping was field verified adjacent to the Sludge Well by the Owner and is reflected within Sheet P-501. Add 6" plug valve VPG-SS-02. Refer to Sheets G-104 and P-501 (reissued).

Reason: Existing conditions did not match record drawings, which indicated drain lines for the existing final settling tanks. These lines are not present and the Owner elected to delete the proposed final settling tank number 3 drain line so that operations are similar for all three tanks.

Decrease the contract in the amount of: (\$19,886.00)

- g. **13.9 Relocate NPW Backflow Preventer to Building Main.** Per G-105 two 2.5" diameter backflow preventers were shown for the NPW. This change relocates one backflow preventer to the building main water service and increases the size to 4" diameter. The remaining 2.5" diameter backflow preventer will be used for the NPW. The associated valving for the 4" backflow preventer will also need to be increased in size and relocated. Provide credit for a 2.5" backflow preventer and valves and additional cost for new backflow preventer and valves. A new detail was created to show the now singular NPW Backflow Preventer along with condensate drainage; Detail number 7 on Sheet PP-801. A new detail was created to show the relocated Building Main BFP along with condensate drainage; Detail number 6 on Sheet PP-801. References were added for the BFPs on Sheet PPP-202 within Bulletin 8. Sheet G-105 was updated to show the relocation of the BFP. Additionally, pipe sizes on G-105 for the new addition were changed to match what is previously shown on plumbing sheets. Refer to Sheets PP-801 and G-105 (reissued).

Reason: The potable and service water systems are to be protected against contaminating the City's water supply with adequate backflow preventors for both systems.

Increase the contract in the amount of: \$3,400.00

3. Contract Time Extension:

- a. **Contract Time Extension Granted.** Contractor is granted an extension for Substantial Completion to July 15, 2024, and an extension for Final Completion to August 15, 2024. The revised completion dates are shown on the first page of the change order. Contractor's long-term schedules showing these delays are attached. Anticipated costs to extend the Substantial Completion date are below. These costs may be adjusted at Substantial Completion to adjust for actual extension to meet Substantial Completion. Pricing excludes any additional bypassing required to accommodate these delays. Contractor reserves the right to request further extension pending actual delivery dates of electrical equipment.

Reason: Contractor has been advised of significant delays for delivery of the electrical panels from the manufacturer. The Contractor ordered the materials in a timely manner and the delivery delays are beyond their control.

Increase the contract in the amount of: \$69,482.00

**Total This Change Order \$154,269.00**





# City of Gladstone, MI

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

## Staff Report

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Agenda Date: October 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:** Wastewater Upgrades Request for Disbursement of Funds Draw #15.

**BACKGROUND:** According to the procedures required by Michigan Finance Authority State Revolving Loan Fund documents, requests for reimbursement of funds requires Commission approval before sending to the State. Draw #15 includes C2AE invoice # 75411 totaling \$30,330.79 and Staab Construction payment #16 totaling \$786,051.00.

**FISCAL EFFECT:** \$816,382.00

**SUPPORTING DOCUMENTATION:** Request for Disbursement of Funds Draw #15 packet.

**RECOMMENDATION:** Approve Request for Disbursement of Funds Draw #15 totaling \$816,382.00.

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
 FINANCE DIVISION - WATER INFRASTRUCTURE FINANCING SECTION

**DRINKING WATER STATE REVOLVING FUND (DWSRF),  
 CLEAN WATER STATE REVOLVING FUND (CWSRF), AND  
 STRATEGIC WATER QUALITY INITIATIVES FUND (SWQIF)  
 REQUEST FOR DISBURSEMENT OF FUNDS**

THIS INFORMATION IS REQUIRED UNDER AUTHORITY OF PARTS 52, 53, AND 54, 1994 PA 451.

PLEASE SEE NEXT PAGE FOR INSTRUCTIONS TO COMPLETE REQUEST

A. Project # <b>5727-01</b>	B. Request # <b>15</b>	C. Period Covered by Request 08/25/2023 to 09/25/2023 (M/D/Y) (M/D/Y)	D. Request Type <input checked="" type="checkbox"/> partial <input type="checkbox"/> final	E. Recipient's EIN <b>38-6004686</b>	F. Loan Amount <b>\$21,305,000</b>
G. Recipient's Name: City of Gladstone					Phone # 906-428-2311
Address: City Hal, 1100 Delta Avenue, Gladstone, MI 49837					
H. Recipient's Bank Name: Baybank					Phone # 906-428-4040
Address: 104 S. 10th Street, Gladstone, MI 49837					
Account Name: Checking				ABA #	Account #
Special Instructions: NA					
I. Budget Items (round amounts to the nearest dollar)				Approved Amount Incurred this Period	Approved Amount Incurred to Date
1. ASSET MANAGEMENT PROGRAM/FISCAL SUSTAINABILITY COSTS					\$0.00
2. PLANNING COSTS					\$0.00
3. RATE METHODOLOGY DEVELOPMENT COSTS					\$39,896.00
4. DESIGN ENGINEERING COSTS					\$1,309,660.00
5. LEGAL/FINANCIAL SERVICE FEES					\$73,625.00
6. ADMINISTRATIVE COSTS					\$2,488.00
7. BOND COUNSEL FEES					\$65,000.00
8. BOND ADVERTISEMENT COSTS					\$6,533.00
9. BID ADVERTISEMENT COSTS					\$0.00
10. CAPITALIZED INTEREST					\$0.00
11. LAND ACQUISITION/RELOCATION COSTS					\$0.00
12. LAND PURCHASE COSTS					\$0.00
13. CONSTRUCTION ENGINEERING COSTS				\$30,331.00	\$594,597.00
14. CONSTRUCTION COSTS (bid contracts)				\$786,051.00	\$9,929,835.00
15. CONSTRUCTION COSTS (force account)				.	\$0.00
16. EQUIPMENT COSTS					\$0.00
17. OTHER PROJECT COSTS					\$0.00
18. ADJUSTMENTS DUE TO OTHER FUNDING					\$0.00
19. TOTAL AMOUNT INCURRED THIS PERIOD				\$816,382.00	
20. TOTAL CUMULATIVE AMOUNT INCURRED TO DATE					\$12,021,634.00
21. AMOUNT PREVIOUSLY DISBURSED					\$11,205,252.00
22. AMOUNT REQUESTED FOR DISBURSEMENT					\$816,382.00
<p>I certify that I am an authorized representative of the recipient and am authorized to make the following certifications on behalf of the recipient: (i) there is no pending litigation or event which will materially and adversely affect the project, the prospects for its completion, or the recipient's ability to make timely repayments on the obligation issued in connection with this project; (ii) the representations, warranties and covenants contained in the supplemental agreement for the obligations pursuant to which this request for disbursement is submitted continue to be true and accurate in all material respects as of the date hereof; (iii) to the best of my knowledge and belief, the costs above were incurred in accordance with the terms of the supplemental agreement and the application for assistance for this project; and (iv) the amount requested for disbursement represents the loan amount due, which has not previously been requested.</p> <p>Authorized Representative Name (Print or Type): _____ Title: _____</p> <p>Authorized Representative Signature: _____ Date: _____</p> <p style="text-align: center;"><b>EMAIL THIS COMPLETED REQUEST TO YOUR EGLE PROJECT MANAGER                  OR MAIL TO THE ADDRESS SHOWN ON THE NEXT PAGE</b></p>					

**FOR EGLE USE ONLY:**

Approved by EGLE Project Manager: \_\_\_\_\_ Date: \_\_\_\_\_

(EQP 3522 REV 3-31-22)



Please Remit Payment To:  
 106 West Allegan Street Suite 500  
 Lansing, MI 48933  
 1-866-454-3923

September 30, 2023  
 Project No: 21-0210  
 Invoice No: 75411

Eric Buckman  
 City of Gladstone  
 1100 Delta Avenue  
 Gladstone, MI 49837-0032

Project 21-0210 Gladstone 2021 WWTP Improvements

**Professional Services for the period ending September 17, 2023**

Phase 02 General Engineering  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0023 Basis of Design	357,000.00	100.00	357,000.00	357,000.00	0.00
0030 Preliminary Engineering	715,000.00	100.00	715,000.00	715,000.00	0.00
0031 Final Engineering	171,000.00	100.00	171,000.00	171,000.00	0.00
0032 Bidding and Negotiating	35,000.00	100.00	35,000.00	35,000.00	0.00
0040 General Engineering	323,000.00	95.00	306,850.00	300,390.00	6,460.00
0060 Post Construction Engineering	17,000.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>1,618,000.00</b>		<b>1,584,850.00</b>	<b>1,578,390.00</b>	<b>6,460.00</b>
<b>Total Fee</b>					<b>6,460.00</b>
<b>Total this Phase</b>					<b>\$6,460.00</b>

Phase 04 Additional Engineering  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0052 Part I and Part II	20,000.00	100.00	20,000.00	20,000.00	0.00
0060 Construction Survey	9,000.00	3.1167	280.50	280.50	0.00
0061 Construction Compaction Testing	13,000.00	30.00	3,900.00	3,900.00	0.00
0062 Construction Storm Water Testing	21,000.00	0.00	0.00	0.00	0.00
0063 O&M Manual	25,000.00	4.005	1,001.25	0.00	1,001.25
0064 Start Up Services	21,000.00	0.00	0.00	0.00	0.00
0065 Performance Evaluation	21,500.00	0.00	0.00	0.00	0.00
0066 GIS System Upgrades	4,500.00	0.00	0.00	0.00	0.00
0070 Soil Borings	16,500.00	70.6667	11,660.00	11,660.00	0.00
0073 Easements and Related Surveys	14,600.00	0.00	0.00	0.00	0.00
0075 Environmental Permits	6,900.00	0.00	0.00	0.00	0.00



Project	21-0210	Gladstone 2021 WWTP Improvements	Invoice	75411
Total Fee		173,000.00	36,841.75	35,840.50
				1,001.25
		<b>Total Fee</b>		<b>1,001.25</b>
			<b>Total this Phase</b>	<b>\$1,001.25</b>

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Phase	06	Resident Project Representative		
		Haapapuro, Jacob	8/20/2023	35.00
		Haapapuro, Jacob	8/27/2023	34.50
		Haapapuro, Jacob	9/3/2023	34.50
		Haapapuro, Jacob	9/10/2023	28.00
		Haapapuro, Jacob	9/17/2023	39.50
				171.50
		<b>Total Labor</b>		<b>22,869.54</b>
			<b>Total this Phase</b>	<b>\$22,869.54</b>
			<b>Total this Invoice</b>	<b><u>\$30,330.79</u></b>

**Outstanding Invoices**

Number	Date	Balance
75257	8/25/2023	26,395.83
<b>Total</b>		<b>26,395.83</b>

Remit to: **STAAB CONSTRUCTION CORPORATION**  
 1800 LAEMLE AVE  
 MARSHFIELD, WI 54449

**Contractor's Application for Payment No. 16**

Application Period: 08/25/23 to 9/25/2023	Application Date: 09/25/23
From (Contractor): Staab Construction Corporation	Via (Engineer): C2AE
Contract:	Engineer's Project No: ENG PROJ NO. 21-0120
Contractor's Project No: 4632-	
Project: 4632- GLADSTONE, MI WWTF	
Owner's Contract No:	

**Application for Payment  
Change Order Summary**

Change Orders approved in Previous months by Owner	Number	Additions	Deductions
		\$190,269.00	-\$174,010.00
		0.00	0.00
<b>TOTALS</b>		<b>\$190,269.00</b>	<b>-\$174,010.00</b>
<b>Net Change by Change Orders</b>			<b>\$16,259.00</b>

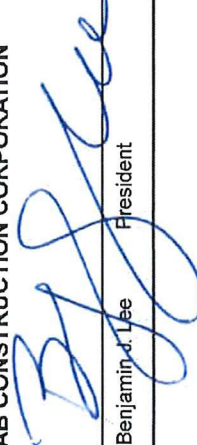
- 1. ORIGINAL CONTRACT PRICE ..... \$17,743,000.00
- 2. Net Change By Change Orders ..... \$16,259.00
- 3. Current Contract Price (Line 1+2) ..... \$17,759,259.00
- 4. TOTAL COMPLETED AND STORED TO DATE (Column G on Progress Estimate) ..... \$10,817,798.00
- 5. RETAINAGE:
  - 5.00 % of Total Contract (Project over 50% Complete) ..... \$887,962.95
- 6. AMOUNT ELEGIBLE TO DATE (Line 4 - Line 5c) ..... \$9,929,835.05
- 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) ..... \$9,143,784.05
- 8. AMOUNT DUE THIS APPLICATION ..... \$786,051.00
- 9. BALANCE TO FINISH, PLUS RETAINAGE (Column H on Progress Estimate + Line 5 above) ..... \$7,829,423.95

**Contractor's Certification**


The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;
- (2) Title of all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**STAAB CONSTRUCTION CORPORATION**

By:  Benjamin J. Lee President Date: 9-29-23

Payment of: \$ 786,051.00  
 Line 8 or other - attach explanation of other amount)

is recommended by:  (Engineer) Date: 10-2-23

Payment of: \$ 786,051.00  
 Line 8 or other - attach explanation of other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ (Funding or Financing Agency (if applicable)) \_\_\_\_\_ (Date)

# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

Invoice #: 16 Contract: 4632-GLADSTONE, MI WWTF  
 Application No.: 16  
 Application Date: 9/25/2023  
 To: 9/25/2023  
 Architect's Project No.: ENG PROJ NO. 21-0120

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	This Period In Place					
010010-00	PM/Supervision	420,000.00	288,000.00	18,000.00	0.00	306,000.00	114,000.00	72.86%	
012200-00	Bonds & Insurance	205,000.00	205,000.00	0.00	0.00	205,000.00	0.00	100.00%	
013100-00	Misc Job Expenses	420,000.00	280,000.00	20,000.00	0.00	300,000.00	120,000.00	71.43%	
015000-00	Temporary Facilities	130,000.00	84,000.00	6,000.00	0.00	90,000.00	40,000.00	69.23%	
016000-00	Yard & Equipment	545,000.00	340,000.00	20,000.00	0.00	360,000.00	185,000.00	66.06%	
024100-00	Demolition	145,000.00	20,000.00	0.00	0.00	20,000.00	125,000.00	13.79%	
024135-00	Equipment Demo	55,000.00	30,000.00	0.00	0.00	30,000.00	25,000.00	54.55%	
030000-00	Sitework Concrete	130,000.00	8,000.00	4,000.00	0.00	12,000.00	118,000.00	9.23%	
030000-10	Service Concrete	140,000.00	0.00	0.00	0.00	0.00	140,000.00	0.00%	
030000-20	Administration Concrete	255,000.00	255,000.00	0.00	0.00	255,000.00	0.00	100.00%	
030000-30	Primary Settling Tank Concrete	510,000.00	510,000.00	0.00	0.00	510,000.00	0.00	100.00%	
030000-40	MBBR Concrete	495,000.00	495,000.00	0.00	0.00	495,000.00	0.00	100.00%	
030000-50	Final Settling Tank No 1 & 2 Concr	63,000.00	0.00	0.00	0.00	0.00	63,000.00	0.00%	
030000-54	Final Settling Tank No 3 Concrete	305,000.00	305,000.00	0.00	0.00	305,000.00	0.00	100.00%	
030000-56	Splitter Box Concrete	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00	100.00%	
030000-60	Chlorine Contact Concrete	50,000.00	25,000.00	25,000.00	0.00	50,000.00	0.00	100.00%	
030000-70	Primary Digester Concrete	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00%	
034000-00	Precast Concrete	46,000.00	46,000.00	0.00	0.00	46,000.00	0.00	100.00%	
036200-00	Concrete Repairs	26,000.00	0.00	0.00	0.00	0.00	26,000.00	0.00%	
042000-00	Masonry	393,000.00	286,800.00	0.00	0.00	286,800.00	106,200.00	72.98%	
055000-00	Metal Fabrications	320,000.00	2,998.00	0.00	191,526.00	194,434.00	125,566.00	60.76%	
066000-00	FRP Fabrications	110,000.00	110,000.00	0.00	0.00	110,000.00	0.00	100.00%	
068160-00	FRP Weirs & Baffles	114,000.00	0.00	0.00	70,490.00	70,490.00	43,510.00	61.83%	
072113-00	Foundation Insulation	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00	100.00%	
074213-00	Insulated Wall Panels	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0.00%	
075300-00	Single Ply Roof	300,000.00	99,000.00	0.00	75,000.00	174,000.00	126,000.00	58.00%	
081000-00	Metal & FRP Doors	180,000.00	170,000.00	0.00	0.00	170,000.00	10,000.00	94.44%	
084000-00	Alum Doors & Windows	32,000.00	32,000.00	0.00	0.00	32,000.00	0.00	100.00%	
092116-00	Metal Stud & Drywall	38,000.00	38,000.00	0.00	0.00	38,000.00	0.00	100.00%	
093000-00	Ceramic Tile	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00	100.00%	

Item 13.



# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

Application No.: 16  
 Application Date: 9/25/2023  
 To: 9/25/2023  
 Architect's Project No.: ENG PROJ NO. 21-0120

Invoice #: 16 Contract: 4632-GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored  (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	This Period In Place					
095100-00	Ceiling Tile	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	
096500-00	Resilient Flooring	26,000.00	0.00	0.00	0.00	11,759.00	11,759.00	14,241.00	
099100-00	Painting	480,000.00	70,000.00	0.00	0.00	0.00	70,000.00	410,000.00	
101000-00	Misc Specialties	15,000.00	6,000.00	0.00	0.00	3,710.00	9,710.00	5,290.00	
107313-00	Metal Awnings	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	
123000-00	Casework & Cabinets	95,000.00	75,000.00	15,000.00	0.00	0.00	90,000.00	5,000.00	
124000-00	Furnishings ALLOWANCE	40,000.00	0.00	0.00	0.00	0.00	0.00	40,000.00	
133400-00	Primary Tank Cover	245,000.00	245,000.00	0.00	0.00	0.00	245,000.00	0.00	
220500-00	Plumbing	405,000.00	183,719.00	0.00	0.00	55,281.00	239,000.00	166,000.00	
230500-00	HVAC	1,400,000.00	479,000.00	0.00	0.00	0.00	479,000.00	921,000.00	
260500-00	Electrical Construction	2,300,000.00	875,000.00	50,000.00	0.00	0.00	925,000.00	1,375,000.00	
260500-01	Electrical ALLOWANCE	17,000.00	0.00	0.00	0.00	0.00	0.00	17,000.00	
312000-00	Earthwork	590,000.00	422,000.00	0.00	0.00	0.00	422,000.00	168,000.00	
312343-00	Dewatering	320,000.00	300,000.00	10,000.00	0.00	0.00	310,000.00	10,000.00	
314116-00	Permanent Sheeting	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.00	
321216-00	Asphalt Paving	64,000.00	0.00	0.00	0.00	0.00	0.00	64,000.00	
323100-00	Fencing	75,000.00	12,000.00	0.00	0.00	0.00	12,000.00	63,000.00	
329219-00	Site Restoration	17,000.00	0.00	0.00	0.00	0.00	0.00	17,000.00	
333000-01	Underground Piping Materials	360,000.00	0.00	0.00	0.00	209,097.00	209,097.00	150,903.00	
333000-02	Underground Piping Install	570,000.00	228,000.00	114,000.00	0.00	0.00	342,000.00	228,000.00	
400519-01	Interior Piping Materials	1,100,000.00	0.00	0.00	0.00	490,534.00	490,534.00	609,466.00	
400519-02	Interior Piping Install	390,000.00	63,000.00	0.00	0.00	0.00	63,000.00	327,000.00	
400557-00	Stop & Slide Gates	240,000.00	0.00	1,651.00	0.00	196,349.00	198,000.00	42,000.00	
400562-00	Valve Material	650,000.00	0.00	0.00	0.00	533,755.00	533,755.00	116,245.00	
412214-00	Trolley & Hoist	49,000.00	0.00	0.00	0.00	16,956.00	16,956.00	32,044.00	
431133-00	Rotary Screw Blower	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	
432313-00	Centrifugal Slurry Pumps	78,000.00	0.00	0.00	0.00	0.00	0.00	78,000.00	
432331-00	Drypit Sumpersible Pumps	370,000.00	0.00	0.00	0.00	341,862.00	341,862.00	28,138.00	
432331-01	Vertical Non Clog Sewage Pumps	62,000.00	0.00	0.00	0.00	50,368.00	50,368.00	11,632.00	
462133-00	Rotary Drum Screen	145,000.00	0.00	0.00	0.00	119,250.00	119,250.00	25,750.00	

Item 13.


# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.  
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 Use Column I on Contracts where variable retainage for line items may apply.


Application No.: 16  
 Application Date: 9/25/2023  
 To: 9/25/2023  
 Architect's Project No.: ENG PROJ NO. 21-0120

Invoice #: 16 Contract: 4632-GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	This Period In Place					
462324-00	Vortex Grit Removal and Classifier	380,000.00	0.00	0.00	0.00	0.00	0.00	380,000.00	
464350-00	Chain and Flight Sludge Collector	355,000.00	0.00	40,372.00	40,372.00	264,628.00	305,000.00	50,000.00	
465326-00	MBBR Equipment	610,000.00	449,512.00	150,488.00	150,488.00	0.00	600,000.00	10,000.00	
467318-00	Digester Floating Cover	280,000.00	270,000.00	10,000.00	10,000.00	0.00	280,000.00	0.00	
467330-00	Mechanical Sludge Mixing Equip	80,000.00	0.00	41,510.00	41,510.00	38,000.00	79,510.00	490.00	
467333-00	Digester Gas Handling	130,000.00	0.00	0.00	0.00	98,262.00	98,262.00	31,738.00	
467341-00	Spiral Heat Exchanger	80,000.00	0.00	0.00	0.00	74,011.00	74,011.00	5,989.00	
468000-00	Samplers	48,000.00	0.00	0.00	0.00	0.00	0.00	48,000.00	
C.O. # 01	Change Order #1	-68,722.00	0.00	0.00	0.00	0.00	0.00	-68,722.00	
C.O. # 02	Change Order #2	69,561.00	0.00	0.00	0.00	0.00	0.00	69,561.00	
C.O. # 03	Change Order #3	120,708.00	0.00	0.00	0.00	0.00	0.00	120,708.00	
C.O. # 04	Change Order #4	-47,909.00	0.00	0.00	0.00	0.00	0.00	-47,909.00	
C.O. # 05	Change Order #5	-57,379.00	0.00	0.00	0.00	0.00	0.00	-57,379.00	
<b>Grand Totals</b>		<b>17,759,259.00</b>	<b>7,450,939.00</b>	<b>526,021.00</b>	<b>526,021.00</b>	<b>2,840,838.00</b>	<b>10,817,798.00</b>	<b>6,941,461.00</b>	<b>887,962.95</b>



CITY OF  
**GLADSTONE**  
HISTORIC TOUR



**706 Wisconsin Avenue**

PHOTO COURTESY OF  
GLADSTONE HISTORICAL SOCIETY


The beautiful Colonial Revival single family home was built in 1900. The design was simple, symmetrical and practical. This style home is one of the more enduring examples of American Architecture.

J Paul Bushong owned this home. Paul came to Gladstone in 1894 at the age of 11. He became the President of the Northwestern Cooperage and Lumber Company. The largest employer in the county. He was highly respected throughout the area. He served on the County Board of Supervisors, City Commission as Mayor and the U.P. Development Bureau. He hosted "Ford Day" on June 13th, 1931, for some 20,000 people. He was President and part owner of the Delta Silver Fox Farm. In 1923 he announced the construction of the New Community Center on Delta Ave. The Rialto Center. He married Bernice Bowen of Manistique in 1910. They had one daughter, Mary Alice. Paul died at the age of 52. The city prepared a proclamation and lowered the flags the day of his funeral. Bernice lived in the home until she passed in 1946.

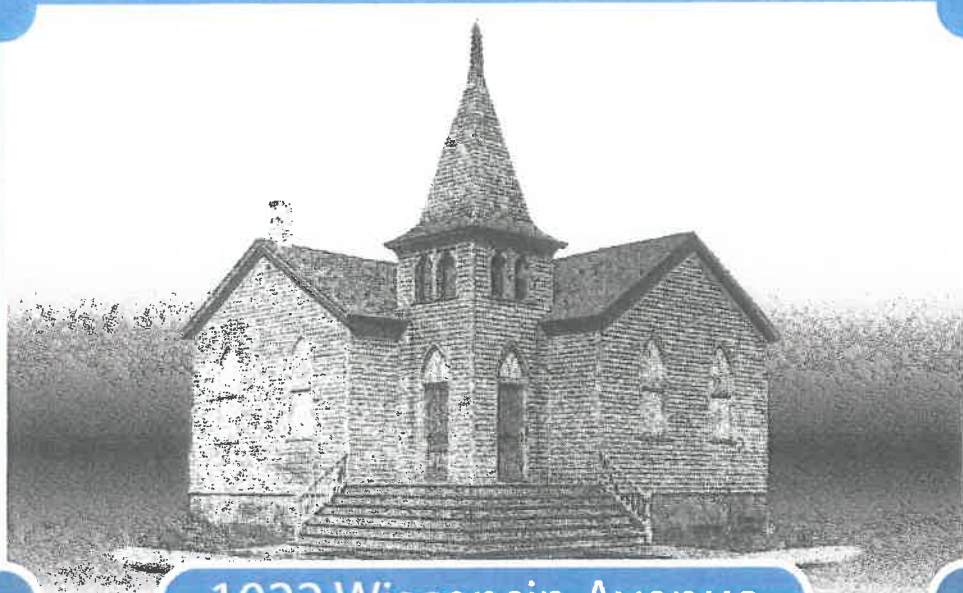
John Skradski purchased the home in 1947 and renovated the structure for a more traditional style. Designed to provide comfort as well as provide a functional service. This home has been beautifully maintained and will serve the community for many years into the future.



11R



CITY OF  
**GLADSTONE**  
HISTORIC TOUR



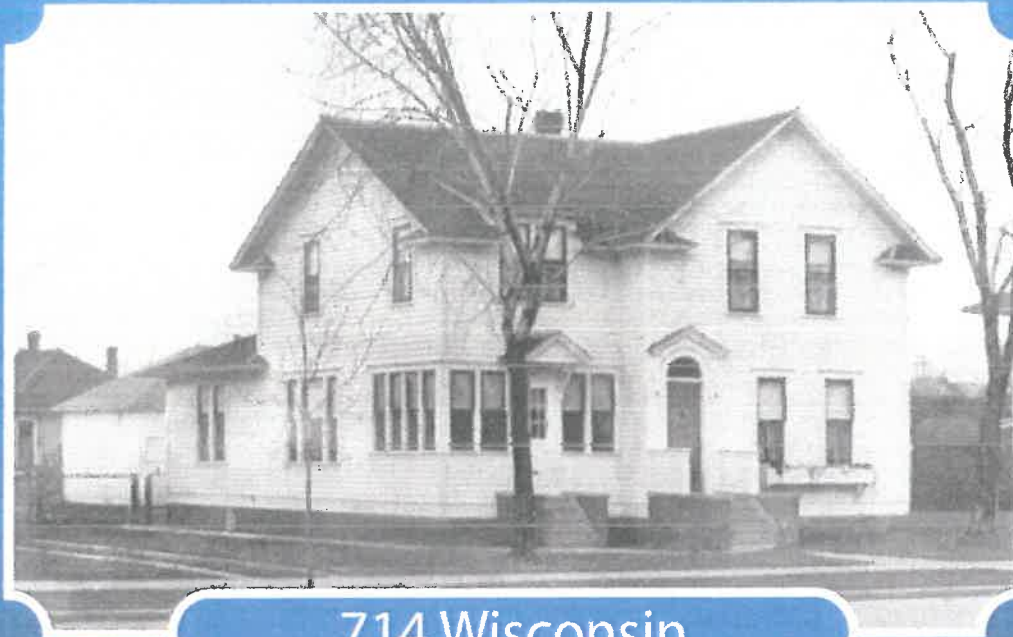
**1022 Wisconsin Avenue**

This building is quaint and small with a big heart. Rev. George C. Empson came to Gladstone in 1890 from England, to establish the First Congregational Church. He purchased this site and built this church in 1900. The parsonage was located at 1018 Wisconsin.

He married Sarah Freeman in 1864 and they had seven living children. Four children remained in Gladstone for the remainder of their life and were very prominent. Rev, Empson died in 1910 and the building became the Peoples Congregational Church, they didn't have a Pastor, so the church closed in 1920.

The school then used the building for extra classrooms until 1924 when the building was sold to The Community of Christ Church for \$500 with payments of \$25 a month. Once it was paid for, they then purchased the land the building sits on in 1952. Renovation has taken place over the years and the Annex was added in 1955.

11R



## 714 Wisconsin

This traditional family home brings style and comfort to the neighborhood. Built in 1927 for one of the City's oldest residents, William L. Marble. He came to Gladstone at the age of seven the first son of Webster Marble, founder of Marble Manufacturing. William served the company and the community until he passed at the age of 96.

William Marble married Ethel Jackson in 1907 and they raised three children. Will traveled the country promoting and selling Marble products. He worked at the factory and served as Advertising Manager, even doing the hand drawings for the brochures. He became President of the Company in 1930 and retired in 1953. He served 25 years on the U.P. Development Board, was a director for the Delta County Historical Society, Salvation Army Board and Gladstone State Bank.

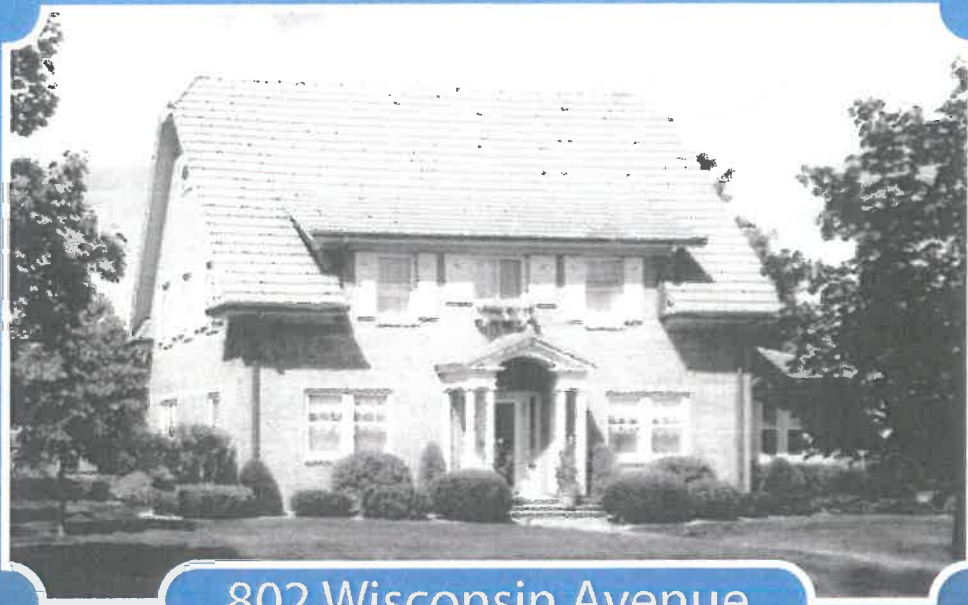
On his 90th birthday, the City designated "Will Marble Day" He owned property on the Bluff and spent his retirement dividing and selling lots on Lake Minnewaska and the Marble Highlands.

This beautiful home will serve the community for many years to come.





CITY OF  
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 HISTORIC TOUR



## 802 Wisconsin Avenue

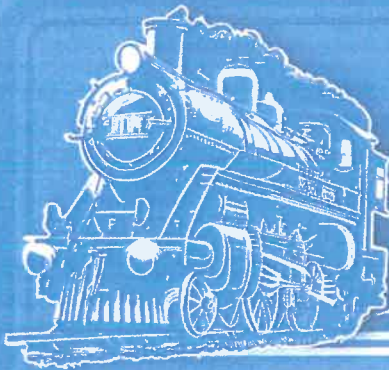
This beautiful Georgian Style home was built in 1927 for James T. Jones. Jones arrived in Gladstone in 1905 at the age of 20 to work specifically for Webster L. Marble and the Marble Axe Company. By 1910 he was the assistant manager and within seven years he became a full partner. James T. Jones worked 62 years for the Marble Company.

In 1919 he married Olive Colder and plans were made to build this beautiful home. Money was of little concern, and everything inside and out was of high-end quality. He hired George W. Repp from Chicago, a famed architect, to design the home and the blueprints are still available. Copper rain gutters and French Tile on the roof is still evident today. The original phone number was 274. The current homeowners have taken pride in maintaining the home's historic charm.

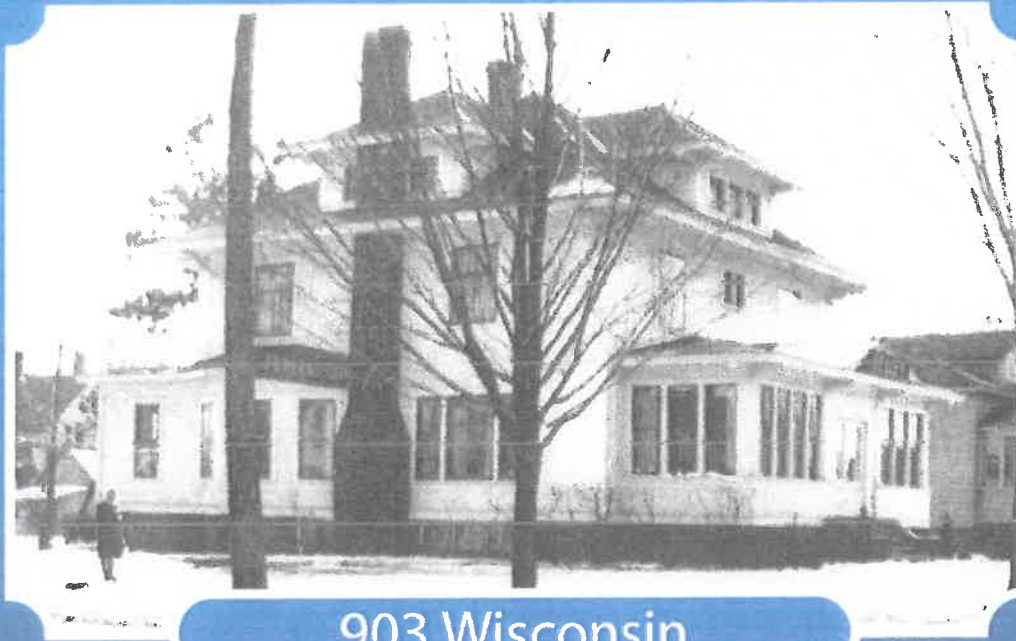
Jones was very active in the community, having served 34 years on the School Board, thus, the elementary school is named for him. He served on the County Planning Commission and the City Commission, one term as Mayor. The Masonic Lodge and Boy Scouts were very important to him.

He attended two Presidential Inaugurations, and in 1959 he received the Distinguished Alumni Award as a graduate of Ferris Institute.





# CITY OF GLADSTONE HISTORIC TOUR



## 903 Wisconsin

PHOTO COURTESY OF  
INDIA LANE HISTORICAL SOCIETY

This beautiful single-family home in its traditional style, has met the needs of prominent families in the City of Gladstone. Built in 1917 under the direction of the Northwestern Cooperage and Lumber Company for their General Manager George C. Ogden. The Ogden family occupied the home until 1923.

Robert J Riley, Manager of the "Buckeye Store" another holding of the Cooperage Company, purchased the home and lived here for many years. Mr. Riley served on several Boards and Committees including as chairman of the City's 50th Anniversary Celebration. He helped to establish the Gladstone Tourist Park and served on the Upper Peninsula Development Board.

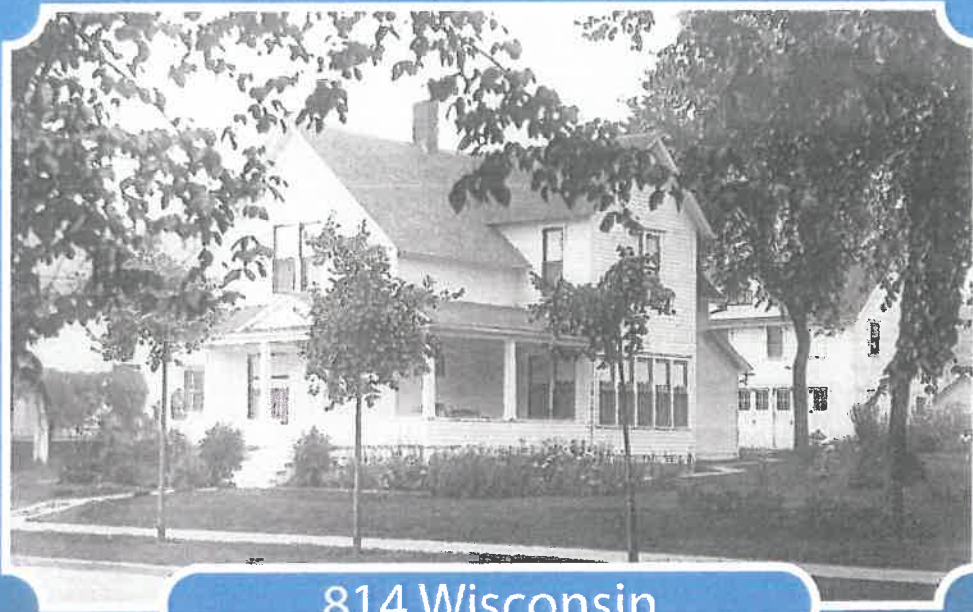
Robert Riley was appointed by the Governor to the position of State Purchasing Agent which required a move to Lower Michigan.

The Gorden Kelly family purchased the Swenson Brothers Funeral Business and renovated this home to accommodate the community. In 1966 the home continued as a service to the area and has been updated and beautifully maintained.





# CITY OF GLADSTONE HISTORIC TOUR



## 814 Wisconsin

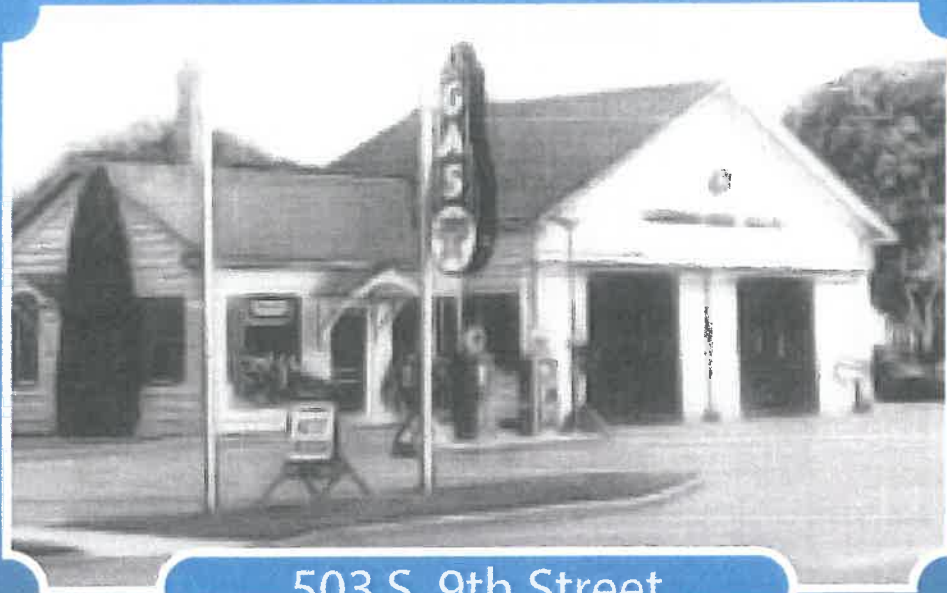
This charming family home is functional and practical and suited the personality of Webster L. Marble in 1900. Webster Marble was one of the greatest inventors and entrepreneurs of his time. He designed and developed practical, useful outdoor items for timbermen, hunters, fishermen, soldiers, campers and Boy Scouts. From a humble beginning in the shop behind his home, he designed and patented his first gun sight in 1891.

Marble was born in 1854 in Milwaukee. He married Rosa Derry in 1878 and they raised two sons. In 1887 the family came to Gladstone, the year the City was established. He was a Timber Cruiser by trade yet realized that the community was perfect for new industry. He founded the Gladstone Exchange Bank and served as President for 40 years. He partnered with Frank VanCleve and J. T. Jones to build the largest Outdoor Sportsmen's Production Company in the world. At peak production he employed almost 1000 people. Webster Marble invented and patented over 60 outdoor sportsmen products that are highly collectable today. He helped to build the City of Gladstone and served the community until he died in 1930. He was inducted into the Sporting Goods Hall of Fame and continues to be recognized today.

This beautiful home stands in remembrance of its history remaining humble & welcoming.



# CITY OF GLADSTONE HISTORIC TOUR



## 503 S. 9th Street

Johnson Brothers Oil Company  
Super Service Station

Soren and Vincent Johnson followed their father into the Johnson Oil Company business, formerly located on 10th Street (Central Ave). They saw a great opportunity when 9th Street was designated as Highway 2-41, before the four-lane was built. They formed a partnership and built this beautiful Colonial Style Service Station. They opened on June 26th, 1937, just in time for the City's 50th Anniversary Celebration. It had all the modern conveniences at that time and the only High Intensity Mercury Vapor Lamps in the Upper Peninsula, lighting the driveway. Their phone number was 102.

Soren was born in Gladstone in 1905 and married Alma Judson, they had one daughter. Vincent was born in 1911 and married Rose Schwab and had two daughters. The Johnson Families have been a part of Gladstone for over 100 years.

They retired and sold the business to Frank Stropich in 1974.

This building has been restored to its original nostalgic style and still serves the community in a new capacity.