



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
November 10, 2025
6:00 PM

AGENDA

PUBLIC HEARINGS

CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. Roll Call
4. Ms. Brittany Levesque Sworn In As New Gladstone Public Safety Officer

PUBLIC COMMENT

CONFLICTS OF INTEREST

CONSENT AGENDA

5. City Commission Work Session - Fiscal Year 2024-2025 Audit Presentation
6. City Commission Regular Meeting Minutes October 27, 2025
7. Payment of Bills
8. Chemtrade Chemicals - Invoice 90308641 - Wastewater
9. Hawkins, Inc. - Invoice 7235200
10. Northern Nursery Invoices 25-789, 25-790, 25-809, 25-810 Totaling \$10,057.00 Various Departments
11. Pram Shack Building Materials - Iverson's Home Center Invoice - \$9,036.91

UNFINISHED BUSINESS

NEW BUSINESS

12. Legal Services Agreement for USDARD Funding
13. Property Exemption Guidelines & Application
14. Amended Poverty Exemption Guidelines & Application
15. Proposed Special Event - Saunders Point Brewing, LLC - Youth Empowering Services - Ugly Christmas Party
16. Interim City Manager Subcommittee Recommendation
17. Appoint Subcommittee for Assessor Position

CITY MANAGER'S REPORT

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: 11-07-2025

Kimberly Berry, MiPMC
906-428-2311
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 AUDIT PRESENTATION

City Hall Chambers – 1100 Delta Avenue
October 27, 2025
5:00 PM

Item 5.

MINUTES

Mayor Thompson called the Audit Presentation Work Session to order at 5:00 PM.

ROLL CALL

PRESENT

Mayor Joe Thompson
Mayor Pro-Tem Brad Mantela
Commissioner Robert Pontius
Commissioner Steve O'Driscoll

ABSENT

Commissioner Judy Akkala - Excused

PUBLIC COMMENT

No public present.

NEW BUSINESS

Audit Presentation of Fiscal Year 2024-2025 by Anderson Tackman.

ADJOURNMENT

There being no further business, Mayor Thompson adjourned the work session at 6:05 PM.

Mayor Joe Thompson

Treasurer Vicki Schroeder



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
October 27, 2025
6:00 PM

Item 6.

MINUTES

Mayor Thompson called the meeting to order, Invocation by Commissioner Mantela.

Roll Call

PRESENT

Mayor Joe Thompson
Mayor Pro-Tem Brad Mantela
Commissioner Robert Pontius
Commissioner Steve O'Driscoll

ABSENT

Commissioner Judy Akkala - Excused

No public present.

Motion made by Commissioner O'Driscoll, Seconded by Mayor Pro-Tem Mantela to approve the consent agenda as presented.

MOTION CARRIED.

Motion made by Mayor Thompson, Seconded by Mayor Pro-Tem Mantela to reappoint Mr. Sam Hewitt and Mr. Jason Leonard to the Gladstone Planning Commission with term expiration of October 1, 2028.

MOTION CARRIED

Motion made by Mayor Thompson, Seconded by Commissioner Pontius to approve submitting of an Intent to Apply for \$4,041,780.00 in State Revolving Funds loan for the completion of lead service lines.

MOTION CARRIED.

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner O'Driscoll to temporarily pause the Gladstone Social District on Friday, November 28th from 4:00 PM to 10:00 PM, consistent with the district's regular operation, and to reopen the district under normal hours on Saturday, November 29, 2025.

MOTION CARRIED

Motion made by Mayor Thompson, Seconded by Mayor Pro-Tem Mantela to approve the 2026 Seasonal Rates increase of 10% as set forth by the Waterways Rate Schedule in Column 7 and the 2026 Transient Rates in Column C.

MOTION CARRIED.

Motion made by Commissioner O'Driscoll, Seconded by Mayor Pro-Tem Mantela to approve the contract with KRICK, LLC for the 2026 10th Annual Log Rolling Event in the amount of \$11,200 for the 2026 Gladstone 4th of July.

MOTION CARRIED

Manager Eric Buckman reported on the following:

- Attended the monthly DATA meeting
- Met with another interested party in the Irish Oaks
- Attended the candidate forum hosted by the League of Women's Voters
- Met with the third party on the Jones property and having an appraisal completed - still open for recreation by public at this point
- Our condolences to the family and friends of Jack Rantanen, he was a lineman from Marquette who was killed by a vehicle while working in construction zone on M-553. Our electric crew will be attending the bucket truck memorial for him this week.
- The EPA site by McDonalds along the water has been collecting and treating water is being removed as there is no further contamination and is being taken out of service - two weeks project.

Manager Buckman reported that the year-to-date financial report shows at the 50% mark, and we are doing well overall.

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner O'Driscoll to enter closed session at 6:33 PM to continue the personnel evaluation of Assessor Janice Frizzell as allowable under the Open Meetings Act 267 of 1976 (15.268 Section 8 item a).

Mayor Pro-Tem Mantela	Yes
Commissioner Pontius	Yes
Commissioner O'Driscoll	Yes
Commissioner Akkala	Absent – Excused
Mayor Thompson	Yes

MOTION CARRIED

Mayor Thompson called the meeting back from closed session where no actions were taken at 7:05 PM.

Mayor Pro-Tem Mantela reported that they completed the annual evaluation of Assessor Janice Frizzell and gave her an excellent evaluation.

There being no further business before the Commission, Mayor Thompson adjourned the meeting at 7:06 PM.

Mayor Joe Thompson

Community Development Director Patricia West

CHECK REGISTER FOR CITY OF GLADSTONE

CHECK DATE 10/01/2025 - 10/31/2025

Item 7.

Check Date	Check	Vendor Name	Amount
Bank BAY			
10/01/2025	1679(E)	JCB FINANCE	1,326.04
10/01/2025	82082	JANICE ANN FRIZZELL	3,841.67
10/01/2025	82083	BLACK IRIS STUDIO	200.00
10/01/2025	82084	BRIAN WALLEN	500.00
10/01/2025	82085	CHERYL WILLIAMS	90.00
10/01/2025	82086	HEATHER ELLISON	100.00
10/01/2025	82087	JACKIE DEMEUSE	250.00
10/01/2025	82088	MARK J. JASPER	130.00
10/01/2025	82089	MARKI GORDANIER	100.00
10/01/2025	82090	MARY AIRD	560.00
10/01/2025	82091	SYDNEY EMARD	250.00
10/01/2025	82092	U.P. WILDCAT MEDIA	400.00
10/02/2025	82113	MICHIGAN MUNICIPAL LEAGUE	65.18
10/02/2025	82117	DELTA COUNTY TREASURER	6,891.01
10/02/2025	82118	BAY DE NOC COMMUNITY COLLEGE	931.78
10/02/2025	82119	DELTA-SCHOOLCRAFT I.S.D.	798.87
10/03/2025	1680(E)	FICA, MEDICARE, FEDERAL	31,160.19
10/03/2025	1681(E)	NATIONWIDE RETIREMENT SOLUTIO	12.01
10/03/2025	82108	ALERUS FINANCIAL	22,730.49
10/03/2025	82109	IBEW LOCAL 876	245.11
10/03/2025	82110	MATRIX TRUST COMPANY	2,527.70
10/03/2025	82111	MICHIGAN STATE DISBURSEMENT U	199.31
10/03/2025	82112	POLICE OFFICERS LABOR COUNCIL	238.50
10/06/2025	1698(E)	DTE ENERGY	1,256.48
10/07/2025	1700(E)	MICHIGAN DEPT OF TREASURY	10,638.25
10/07/2025	1701(E)	STATE OF MICHIGAN	17,944.31
10/09/2025	82120	ADVANCE AUTO PARTS (CARQUEST)	1,538.00
10/09/2025	82121	BERGER & KING INC	151.00
10/09/2025	82122	BICHLER CONCRETE & GRAVEL	407.36
10/09/2025	82124	CITY OF GLADSTONE	32,705.44
10/09/2025	82125	CIVICPLUS	1,673.79
10/09/2025	82126	COURTNEY JO ARROWOOD	300.00
10/09/2025	82127	D & D DOG DYNAMICS	378.45
10/09/2025	82128	D & L JANITORIAL SUPPLY INC.	395.67
10/09/2025	82129	DAWN HEDBERG	138.75
10/09/2025	82130	DEGRAND CONSTRUCTION CO INC.	4,900.00
10/09/2025	82131	DELTA COUNTY ROAD COMMISSION	338.96
10/09/2025	82132	DELTA DISPOSAL	1,386.48
10/09/2025	82133	DELTA SOLID WASTE MGMT AUTHOR	18,401.33
10/09/2025	82134	DOUBLE TROUBLE ENTERTAINMENT,	1,576.20
10/09/2025	82135	FASTENAL COMPANY	90.14
10/09/2025	82136	GLADSTONE AREA PICKLEBALL	10,000.00
10/09/2025	82137	HYDROCORP	874.00
10/09/2025	82138	IVERSON'S HOME CENTER	33.67
10/09/2025	82139	J. F. AHERN CO	472.00
10/09/2025	82140	JAN GOODMAN	103.80
10/09/2025	82141	KEYNECTA INC.	2,800.00
10/09/2025	82142	KIM BUCKMAN	300.00
10/09/2025	82143	LARA-MPSC	2,588.47
10/09/2025	82144	LITTLE BAY CONCRETE PRODUCTS	505.00
10/09/2025	82145	MAPLERIDGE TOWNSHIP	6,236.70
10/09/2025	82146	MARK CHRISTOFF	1,285.00
10/09/2025	82147	MASONVILLE TOWNSHIP TREASURER	297.53
10/09/2025	82148	MCCOY CONSTRUCTION & FORESTRY	573.19
10/09/2025	82149	MEL'S LAWN, GARDEN & FEED	61.99
10/09/2025	82150	MENARDS - ESCANABA	1,636.96
10/09/2025	82151	NORTHGATE EQUIPMENT & SALES	596.32
10/09/2025	82152	PARAGON LABORATORIES, INC.	769.00
10/09/2025	82153	PENOZA PEST CONTROL, INC.	445.00
10/09/2025	82154	RAPID RIVER HARDWARE CO	14.37
10/09/2025	82155	RIVERSIDE AUTO SALES, INC.	66.36
10/09/2025	82156	SCOTT SPLAN	516.62
10/09/2025	82157	STUART C IRBY CO	1,122.33
10/09/2025	82158	SUNBELT RENTALS, INC.	16.78
10/09/2025	82159	THE SHERWIN WILLIAMS CO.	603.93
10/09/2025	82160	THE UPS STORE	288.11
10/09/2025	82161	UP INTERNATIONAL TRUCKS, INC	776.11
10/09/2025	82162	USA BLUE BOOK	604.74
10/13/2025	1718(E)	STATE OF MICHIGAN	350.62
10/13/2025	1719(E)	MERS	119,506.00
10/13/2025	1720(E)	QUADIENT FINANCE USA, INC.	1,600.00

CHECK REGISTER FOR CITY OF GLADSTONE

CHECK DATE 10/01/2025 - 10/31/2025

Item 7.

Check Date	Check	Vendor Name	Amount
Bank BAY			
10/13/2025	82163	EDWARD MATTHEWS	1,760.28
10/14/2025	1726(E)	DEARBORN LIFE INSURANCE CO.	812.81
10/15/2025	1721(E)	FICA, MEDICARE, FEDERAL	31,376.28
10/15/2025	82164	LEIF SJOQUIST	69.74
10/15/2025	82165	BAY DE NOC COMMUNITY COLLEGE	1,351.97
10/15/2025	82166	DELTA COUNTY TREASURER	9,432.68
10/15/2025	82167	DELTA-SCHOOLCRAFT I.S.D.	1,047.85
10/17/2025	1723(E)	NATIONWIDE RETIREMENT SOLUTIO	12.01
10/17/2025	1724(E)	ALERUS FINANCIAL	22,908.86
10/17/2025	82183	IBEW LOCAL 876	443.31
10/17/2025	82184	IBEW LOCAL UNION 906	177.28
10/17/2025	82185	MATRIX TRUST COMPANY	2,527.70
10/17/2025	82186	MICHIGAN STATE DISBURSEMENT U	199.31
10/17/2025	82187	POLICE OFFICERS LABOR COUNCIL	238.50
10/17/2025	82188	TEAMSTERS LOCAL #406	922.00
10/21/2025	82189	CITY OF GLADSTONE	31.70
10/22/2025	1727(E)	MICHIGAN CONFERENCE OF TEAMST	87,746.50
10/22/2025	82190	CITY OF GLADSTONE	28.66
10/23/2025	82191	ALAINA CHRISTENSEN	24.29
10/23/2025	82192	BERGER & KING INC	317.00
10/23/2025	82193	CHATFIELD MACHINE	56.70
10/23/2025	82194	CITY OF GLADSTONE	26,362.18
10/23/2025	82195	COLEMAN ENGINEERING COMPANY	1,646.30
10/23/2025	82196	CORE & MAIN LP	4,720.66
10/23/2025	82197	D & D DOG DYNAMICS	240.75
10/23/2025	82198	DAILY PRESS	416.64
10/23/2025	82199	ELECTIONSOURCE	922.00
10/23/2025	82200	ENVIRONMENTAL RESOURCE ASSOCI	376.73
10/23/2025	82201	GALLS, LLC	136.99
10/23/2025	82202	GLADSTONE PLUMBING & HEATING	506.83
10/23/2025	82203	GMSLA, INC.	80.11
10/23/2025	82204	GORDON FOOD SERVICE, INC.	205.96
10/23/2025	82205	HAWKINS, INC.	522.43
10/23/2025	82206	IDEXX DISTRIBUTION, INC.	3,354.34
10/23/2025	82207	INFOSEND	2,192.35
10/23/2025	82208	KONICA MINOLTA BUSINESS SOLUT	125.01
10/23/2025	82209	LOTTER'S GLADSTONE	264.91
10/23/2025	82210	M&M SERVICE STATION	369.75
10/23/2025	82211	MAPLERIDGE TOWNSHIP	650.16
10/23/2025	82212	MARY ALICE FINLAN	328.76
10/23/2025	82213	MEIERS SIGNS & APPAREL	779.00
10/23/2025	82214	MEL'S LAWN, GARDEN & FEED	144.94
10/23/2025	82215	MENARDS - ESCANABA	1,653.51
10/23/2025	82216	NORTH SHORE COMPRESSOR, INC	671.54
10/23/2025	82217	NYE UNIFORM	139.40
10/23/2025	82218	PARAGON LABORATORIES, INC.	82.00
10/23/2025	82219	PAYMENTUS CORPORATION	3,423.75
10/23/2025	82220	POMASL FIRE EQUIPMENT, INC.	244.44
10/23/2025	82221	POWER LINE SUPPLY CO	658.06
10/23/2025	82222	PRIMUS MARKETING GROUP INC	406.85
10/23/2025	82223	PRO ARC WELDING & FABRICATING	341.35
10/23/2025	82224	SD MYERS LLC	3,800.00
10/23/2025	82225	STANDARD ELECTRIC COMPANY	5.74
10/23/2025	82226	SUNBELT RENTALS, INC.	1,788.28
10/23/2025	82227	THE SHERWIN WILLIAMS CO.	291.74
10/23/2025	82228	TRUCK EQUIPMENT INC	35.38
10/23/2025	82229	U.S. BANK EQUIPMENT FINANCE	84.09
10/23/2025	82230	UP CONCRETE PIPE COMPANY	6,085.30
10/23/2025	82231	UP INTERNATIONAL TRUCKS, INC	5,251.59
10/23/2025	82232	USA BLUE BOOK	853.68
10/23/2025	82233	WATERWORTH	17,500.00
10/23/2025	82234	WISCONSIN CENTRAL	60.00
10/24/2025	1728(E)	DEARBORN LIFE INSURANCE CO.	867.08
10/27/2025	1729(E)	WEX BANK	7,017.67
10/28/2025	1730(E)	WPPI ENERGY	204,839.14
10/29/2025	1731(E)	U.S. BANK EQUIPMENT FINANCE	223.05
10/29/2025	1736(E)	DEARBORN LIFE INSURANCE CO.	867.08
10/29/2025	1737(E)	AFLAC	1,458.72
10/29/2025	82236	BAY DE NOC COMMUNITY COLLEGE	463.27
10/29/2025	82237	DELTA COUNTY TREASURER	3,917.81
10/29/2025	82238	DELTA-SCHOOLCRAFT I.S.D.	493.90

CHECK REGISTER FOR CITY OF GLADSTONE

CHECK DATE 10/01/2025 - 10/31/2025

Item 7.

Check Date	Check	Vendor Name	Amount
Bank BAY			
10/29/2025	82253	BAY BANK MITTEN TREE	1,000.00
10/29/2025	82254	DELTA COUNTY KIDS FUND	1,000.00
10/29/2025	82255	DELTA COUNTY SHERIFF'S OFFICE	500.00
10/29/2025	82256	GLADSTONE-RAPID RIVER KIWANIS	500.00
10/31/2025	1732(E)	ALERUS FINANCIAL	22,730.42
10/31/2025	1734(E)	FICA, MEDICARE, FEDERAL	29,685.81
10/31/2025	1735(E)	NATIONWIDE RETIREMENT SOLUTIO	12.01
10/31/2025	1738(E)	MERS	119,506.00
10/31/2025	82250	IBEW LOCAL 876	227.72
10/31/2025	82251	MATRIX TRUST COMPANY	2,527.70
10/31/2025	82252	MICHIGAN STATE DISBURSEMENT U	199.31
10/31/2025	82257	DELTA COUNTY TREASURER	3,948.92
10/31/2025	82258	DELTA AREA TRANSIT AUTHORITY	267.60
10/31/2025	82259	DELTA-SCHOOLCRAFT I.S.D.	1,060.34
10/31/2025	82260	BAY DE NOC COMMUNITY COLLEGE	1,470.39
10/31/2025	82261	GLADSTONE AREA SCHOOLS	2,564.07
10/31/2025	82262	STATE OF MICHIGAN	15,251.38
BAY TOTALS:			
Total of 159 Checks:			994,621.39
Less 0 Void Checks:			0.00
Total of 159 Disbursements:			994,621.39

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE

For Check Dates 10/01/2025 to 10/31/2025

Item 7.

Fund	Item	Amount
------	------	--------

Totals For Fund: 101

Gross Payment:	245,145.80
Net Payment:	175,573.52
Total Payroll:	289,862.24

-- Deductions --

AFLAC_AFTER	256.59
AFLAC_PRE	483.33
CRCL_TST	4,667.38
DC LOAN REPAY	1,171.01
DC LOAN REPAY2	530.26
DEFINED COMP 4%	1,834.17
DEFINED_COMP_3	3,987.79
FITW	18,948.05
FOC	511.05
FOP	477.00
HEALTHINSCONT	7,555.00
MEDICARE_EE	3,357.06
MERS 457 ROTH %	560.32
MERS457	230.00
MERS457%	632.11
MSAEEFAMILY	442.10
MSAEESINGLE	61.25
PSUPRPHONE	10.07
PUBSAFPHONE	14.87
SITW_MI	8,995.29
SOCSEC_EE	14,354.27
SUPSUNIONDUES	58.96
TEAMSTERS	434.35

Total Deductions:	69,572.28
-------------------	-----------

-- Expenses --

DEFINED_COMP_11	19,665.92
EMPLOYER 457	1,178.10
MEDICARE_ER	3,357.06
MSA ER EX SUPER	600.00
MSA ER EXPENSE	5,553.42
SOCSEC_ER	14,354.27
SUI	7.67

Total Expenses:	44,716.44
-----------------	-----------

Totals For Fund: 202

Gross Payment:	2,033.73
Net Payment:	1,434.07
Total Payroll:	2,480.88

-- Deductions --

CRCL_TST	6.97
DEFINED_COMP_3	61.01
FITW	205.81
HEALTHINSCONT	90.96
MEDICARE_EE	28.07
MSAEEFAMILY	6.97
SITW_MI	78.94
SOCSEC_EE	120.02
SUPSUNIONDUES	0.91

Total Deductions:	599.66
-------------------	--------

-- Expenses --

DEFINED_COMP_11	223.71
MEDICARE_ER	28.07
MSA ER EXPENSE	75.35
SOCSEC_ER	120.02

Total Expenses:	447.15
-----------------	--------

Totals For Fund: 203

Gross Payment:	1,127.14
Net Payment:	759.28
Total Payroll:	1,374.47

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE

For Check Dates 10/01/2025 to 10/31/2025

Item 7.

Fund	Item	Amount
	-- Deductions --	
	AFLAC_AFTER	0.22
	AFLAC_PRE	1.11
	CRCL_TST	4.73
	DC LOAN REPAY	7.53
	DC LOAN REPAY2	14.22
	DEFINED_COMP_3	33.82
	FITW	111.48
	FOC	13.70
	HEALTHINSCONT	49.78
	MEDICARE_EE	15.51
	MSAEEFAMILY	4.73
	MSAEESINGLE	1.25
	SITW_MI	42.98
	SOCSEC_EE	66.35
	SUPSUNIONDUES	0.45
	Total Deductions:	367.86
	-- Expenses --	
	DEFINED_COMP_11	123.99
	MEDICARE_ER	15.51
	MSA_ER_EXPENSE	41.48
	SOCSEC_ER	66.35
	Total Expenses:	247.33
Totals For Fund: 248		
	Gross Payment:	5,675.29
	Net Payment:	4,281.49
	Total Payroll:	6,706.84
	-- Deductions --	
	AFLAC_AFTER	0.42
	AFLAC_PRE	2.11
	CRCL_TST	2.22
	DC LOAN REPAY	14.27
	DC LOAN REPAY2	26.91
	DEFINED_COMP_3	126.89
	FITW	273.26
	FOC	25.95
	HEALTHINSCONT	176.16
	MEDICARE_EE	79.08
	MERS 457 ROTH %	65.98
	MERS457	10.00
	MSAEEFAMILY	40.34
	MSAEESINGLE	2.50
	SITW_MI	209.53
	SOCSEC_EE	338.18
	Total Deductions:	1,393.80
	-- Expenses --	
	DEFINED_COMP_11	465.31
	MEDICARE_ER	79.08
	MSA_ER_EXPENSE	148.12
	SOCSEC_ER	338.18
	SUI	0.86
	Total Expenses:	1,031.55
Totals For Fund: 540		
	Gross Payment:	12,146.08
	Net Payment:	8,669.55
	Total Payroll:	14,784.55
	-- Deductions --	
	AFLAC_AFTER	6.95
	AFLAC_PRE	11.02
	CRCL_TST	9.90
	DC LOAN REPAY	25.97
	DC LOAN REPAY2	49.01
	DEFINED_COMP_3	362.83
	FITW	697.83
	FOC	47.23
	HEALTHINSCONT	534.37

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE

For Check Dates 10/01/2025 to 10/31/2025

Item 7.

Fund	Item	Amount
	MEDICARE_EE	167.95
	MERS457	43.59
	MERS457%	256.41
	MSAEEFAMILY	8.60
	MSAEE SINGLE	10.00
	SITW_MI	430.24
	SOCSEC_EE	718.08
	SUPSUNIONDUES	9.88
	TEAMSTERS	86.67
	Total Deductions:	3,476.53
	-- Expenses --	
	DEFINED_COMP_11	1,330.24
	MEDICARE_ER	167.95
	MSA ER EXPENSE	422.20
	SOCSEC_ER	718.08
	Total Expenses:	2,638.47
Totals For Fund: 582		
	Gross Payment:	66,405.23
	Net Payment:	43,274.13
	Total Payroll:	80,221.81
	-- Deductions --	
	AFLAC_AFTER	75.29
	AFLAC_PRE	337.43
	CRCL_TST	5.00
	DEFINED_COMP_3	1,914.66
	ELECPHONE	14.87
	FITW	6,601.82
	HEALTHINSCONT	1,172.10
	IBEW876FLAT	197.72
	IBEW876UNION%	713.48
	MEDICARE_EE	935.33
	MERS457	1,716.31
	MERS457%	2,624.43
	MSAEEFAMILY	241.01
	SITW_MI	2,490.14
	SOCSEC_EE	3,999.34
	SUPSUNIONDUES	37.64
	TEAMSTERS	54.53
	Total Deductions:	23,131.10
	-- Expenses --	
	DEFINED_COMP_10	1,209.53
	DEFINED_COMP_11	5,689.84
	MEDICARE_ER	935.33
	MSA ER EX SUPER	600.00
	MSA ER EXPENSE	1,382.54
	SOCSEC_ER	3,999.34
	Total Expenses:	13,816.58
Totals For Fund: 590		
	Gross Payment:	39,158.21
	Net Payment:	25,929.60
	Total Payroll:	47,300.56
	-- Deductions --	
	AFLAC_AFTER	33.94
	AFLAC_PRE	35.42
	CRCL_TST	1,620.66
	DC LOAN REPAY	74.20
	DEFINED_COMP_3	1,167.64
	FITW	3,783.12
	HEALTHINSCONT	1,408.29
	IBEW876FLAT	1.14
	IBEW876UNION%	1.33
	MEDICARE_EE	543.34
	MERS 457 ROTH	3.44
	MERS457	316.21
	MERS457%	15.07
	MSAEEFAMILY	241.18

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE

For Check Dates 10/01/2025 to 10/31/2025

Item 7.

Fund	Item	Amount
	SITW_MI	1,380.12
	SOCSEC_EE	2,323.33
	SUPSUNIONDUES	36.02
	TEAMSTERS	242.36
	USCM2284	1.80
	Total Deductions:	13,228.61
	-- Expenses --	
	DEFINED_COMP_11	4,281.21
	MEDICARE_ER	543.34
	MSA ER EXPENSE	994.47
	SOCSEC_ER	2,323.33
	Total Expenses:	8,142.35
Totals For Fund: 591		
	Gross Payment:	28,596.72
	Net Payment:	18,134.63
	Total Payroll:	34,480.15
	-- Deductions --	
	AFLAC_AFTER	142.52
	AFLAC_PRE	65.41
	CRCL_TST	63.77
	DC LOAN REPAY	1,409.87
	DEFINED_COMP_3	850.75
	FITW	3,147.18
	HEALTHINSCONT	994.15
	IBEW876FLAT	1.14
	IBEW876UNION%	1.33
	MEDICARE_EE	399.05
	MERS 457 ROTH	221.56
	MERS457	196.21
	MERS457%	15.08
	MSAEEFAMILY	15.30
	SITW_MI	1,061.47
	SOCSEC_EE	1,706.31
	SUPSUNIONDUES	33.42
	TEAMSTERS	103.34
	USCM2284	34.23
	Total Deductions:	10,462.09
	-- Expenses --	
	DEFINED_COMP_11	3,119.46
	MEDICARE_ER	399.05
	MSA ER EXPENSE	658.61
	SOCSEC_ER	1,706.31
	Total Expenses:	5,883.43
Totals For Fund: 594		
	Gross Payment:	448.01
	Net Payment:	307.47
	Total Payroll:	543.05
	-- Deductions --	
	CRCL_TST	24.37
	DEFINED_COMP_3	12.58
	FITW	34.32
	HEALTHINSCONT	18.39
	MEDICARE_EE	6.18
	MSAEEFAMILY	3.25
	SITW_MI	15.01
	SOCSEC_EE	26.44
	Total Deductions:	140.54
	-- Expenses --	
	DEFINED_COMP_11	46.15
	MEDICARE_ER	6.18
	MSA ER EXPENSE	16.25
	SOCSEC_ER	26.44
	SUI	0.02
	Total Expenses:	95.04

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE

For Check Dates 10/01/2025 to 10/31/2025

Item 7.

Fund	Item	Amount
Totals For Fund: 706		
	Gross Payment:	211.61
	Net Payment:	129.20
	Total Payroll:	258.24
-- Deductions --		
	AFLAC_AFTER	3.22
	AFLAC_PRE	3.74
	DEFINED_COMP_3	6.34
	FITW	20.05
	MEDICARE_EE	3.00
	MERS457	22.68
	MSAEEFAMILY	1.52
	SITW_MI	8.32
	SOCSEC_EE	12.79
	TEAMSTERS	0.75
	Total Deductions:	82.41
-- Expenses --		
	DEFINED_COMP_11	23.28
	MEDICARE_ER	3.00
	MSA ER EXPENSE	7.56
	SOCSEC_ER	12.79
	Total Expenses:	46.63

Item 8.

INVOICE

Invoice No.
90308641

If query please quote this number.



CHEMTRADE

Please Remit To :

Chemtrade Chemicals US LLC

Dept# 771807

P. O. BOX 77000

Detroit, MI

48277-1807

Invoice Date

October 13, 2025

Invoice to (Buyer)

CITY OF GLADSTONE, MI

WATER DEPT

1100 DELTA AVE

GLADSTONE MI 49837

Consignee

CITY OF GLADSTONE WASTEWATER TREAT

413 MINNEAPOLIS AVE

GLADSTONE MI 49837

Customer Purchase Order	Ship Date	Due	Currency	
VERBAL RODNEY	Oct 13, 2025	Nov 12, 2025	US Dollar	
Payment Terms	Customer No	Customer State Tax No	Our GST No.	
Within 30 days Due net	401462	MUNICIPALITY		
Freight Terms	Via	Type	Sales Company	
Prepaid		F2	2014	
Shipped From	B/L No.	Vehicle ID	Order No.	
Chemtrade (Menasha, WI), US	80325687	2213751/31221	325227	

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

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

Material	Description	Invoice Quantity	Price	Per	USD Amount
11927	ALUM SULFATE LIQ STD BULK	10.692	576.00	ST100%	6,158.59
	Quantity AS IS :	22.275 Ton			
	Strength Factor:	8.16 % PRICE BASE 17%			

Please Pay (USD) 6,158.59

CC 11/10/2025

Questions Please Contact: Credit, Tel: (416) 678-5472, E-mail: credit@chemtradelogistics.com

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

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



Responsible Care®
 Our commitment to sustainability.

S4P SYSTEM Oct 13, 2025 22:14



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$11,271.55**
Invoice Number 7235200
Invoice Date 10/23/25
Sales Order Number/Type 4971781 SL
Branch Plant 54
Shipment Number 5965301

Sold To: 266160
ACCOUNTS PAYABLE
CITY OF GLADSTONE
1100 Delta Ave
Gladstone MI 49837-1434

Ship To: 266161
CITY OF GLADSTONE WATER PLANT
22 Delta Ave
Gladstone MI 49837-1904

WA 591-549-764
10-30-2025

Net Due Date		Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release		Sales Agent #
12/7/25		Net 45	PPD Origin	HWTG						065
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price	
1.001	699913	150 LB Chlorine Cylinder	N	2.0000-	CY	\$0.0000	RT	.0 LB	\$0.00	
		CYL 3AA480		2.0000-	RT			200.0- GW		

Related Order #: 4971781

Container Barcodes: 120769, 124129

2.001	699923	30 GA Blue/Blk Drum	N	2.0000-	DR	\$30.0000	DR	32.0- LB	(\$60.00)
		DRUM 1H1/Y1.8/150		2.0000-	DR			32.0- GW	

Related Order #: 04846858

2.002	699923	30 GA Blue/Blk Drum	N	2.0000-	DR	\$30.0000	DR	32.0- LB	(\$60.00)
		DRUM 1H1/Y1.8/150		2.0000-	DR			32.0- GW	

Related Order #: 04885839

3.001	699916	330 G SQ Stackable Poly Tote	N	1.0000-	TO	\$0.0000	RT	275.0- LB	\$0.00
		Red Base #6610087B97202		1.0000-	RT			275.0- GW	

Related Order #: 4971781

Container Barcodes: 2404322410

4.000	33195	Aqua Hawk® 117	N	1.0000	TO	\$1.2754	LB	3,616.8 LB	\$4,612.87
		330 GA Tote		3616.8000	LB			3,891.8 GW	

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:
Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:
Email: Credit.Dept@Hawkinsinc.com

Phone Number: (612) 331-6910
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:
US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.
Account #: 180120759469
ABA/Routing #: 091000022
Swift Code#: USBKUS44IMT
Type of Account: Corporate Checking

ACH PAYMENTS:
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@Hawkinsinc.com

CASH IN ADVANCE/EFT PAYMENTS:
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$11,271.55**
Invoice Number 7235200
Invoice Date 10/23/25
Sales Order Number/Type 4971781 SL
Branch Plant 54
Shipment Number 5965301

Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
--------	-------------	---------------------------	-----	----------------	--------------	---------------	--------------	---------------------	-------------------

Continued from previous page

Lot/SN: 912587

Demurrage charges may be invoiced if not returned timely.

Container Barcodes: 2109330763

4.001	699916	330 G SQ Stackable Poly Tote	N	1.0000	TO	\$0.0000	RT	275.0 LB	\$0.00
		Red Base #6610087B97202		1.0000	RT			275.0 GW	

Related Order #: 4971781

4.010	Fuel Surcharge	Freight	N	1.0000	EA	\$26.5000			\$26.50
-------	----------------	---------	---	--------	----	-----------	--	--	---------

5.000	4800	Chlorine - EPA Reg. No. 7870-2	N	2.0000	CY	\$1.3081	LB	300.0 LB	\$392.43
		150 LB CYL		300.0000	LB			523.8 GW	
		Customer Item #: L1128565							

Demurrage charges may be invoiced if not returned timely.

Container Barcodes: 101538, 143220

5.001	699913	150 LB Chlorine Cylinder	N	2.0000	CY	\$0.0000	RT	.0 LB	\$0.00
		CYL 3AA480		2.0000	RT			200.0 GW	

Related Order #: 4971781

6.000	1135	Hydrofluosilicic Acid	N	2.0000	DR	\$0.5932	LB	600.0 LB	\$355.92
		300 LB DR		600.0000	LB			640.0 GW	

6.001	699923	30 GA Blue/Blk Drum	N	2.0000	DR	\$30.0000	RD	32.0 LB	\$60.00
		DRUM 1H1/Y1.8/150		2.0000	RD			32.0 GW	

Related Order #: 04971781

7.000	908705	LPC-DP	N	2.0000	DR	\$1.6549	LB	768.0 LB	\$1,270.96
-------	--------	--------	---	--------	----	----------	----	----------	------------

Page 2 of 3

Tax Rate Sales Tax
0 % \$0.00

Invoice Total

Continued on next page

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:
Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:
Email: Credit.Dept@Hawkinsinc.com
Phone Number: (612) 331-6910
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:
US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.
Account #: 180120759469
ABA/Routing #: 091000022
Swift Code#: USBKUS44IMT
Type of Account: Corporate Checking

ACH PAYMENTS:
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@Hawkinsinc.com

CASH IN ADVANCE/EFT PAYMENTS:
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

Job# 1862500



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$11,271.55**
Invoice Number **7235200**
Invoice Date **10/23/25**
Sales Order Number/Type **4971781 SL**
Branch Plant **54**
Shipment Number **5965301**

Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
--------	-------------	---------------------------	-----	----------------	--------------	---------------	--------------	---------------------	-------------------

Continued from previous page

384 LB DR 768.0000 LB 800.0 GW

7.001	699923	30 GA Blue/Blk Drum	N	2.0000	DR	\$30.0000	RD	32.0 LB	\$60.00
		DRUM 1H1/Y1.8/150		2.0000	RD			32.0 GW	

Related Order #: 04971781

8.000	33195	Aqua Hawk® 117	N	1.0000	TO	\$1.2754	LB	3,616.8 LB	\$4,612.87
		330 GA Tote		3616.8000	LB			3,891.8 GW	

Lot/SN: 868985

Demurrage charges may be invoiced if not returned timely.

Container Barcodes: 2312311730

8.001	699916	330 G SQ Stackable Poly Tote	N	1.0000	TO	\$0.0000	RT	275.0 LB	\$0.00
		Red Base #6610087B97202		1.0000	RT			275.0 GW	

Related Order #: 4971781

***** Receive Your Invoice Via Email *****

Please contact our Accounts Receivable Department via email at Credit.Dept@HawkinsInc.com
or call 612-331-6910 to get it setup on your account.

Tax Rate Sales Tax
0 % \$0.00

Invoice Total **\$11,271.55**

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:
Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:
Email: Credit.Dept@Hawkinsinc.com

Phone Number: (612) 331-6910
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:
US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.
Account #: 180120759469
ABA/Routing #: 091000022
Swift Code#: USBKUS44IMT
Type of Account: Corporate Checking

ACH PAYMENTS:
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@Hawkinsinc.com

CASH IN ADVANCE/EFT PAYMENTS:
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

Northern Nursery Inc

Invoice28415 Co Rd 98
McMillan, MI 49853

Date	Invoice #
10/31/2025	25-809

Bill To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

Ship To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

S.O. No.	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB	Load List #
FA25-55		COD	10/31/2025		10/30/2025	NNI	MM	FA-002
Item	Description	Ordered	Prev. Inv...	Backor...	Invoiced	Rate	Amount	
2.5"	2.5" Royal Red Maple	1	0	0	1	210.00	210.00	
16'	16' River Birch-Clump	2	1	0	1	195.00	195.00	
2.5"	2.5" Whitespire Birch-Tree Form	1	0	0	1	205.00	205.00	
8'	8' White Pine	3	0	0	3	230.00	690.00	
101-262-751.000 CEMETERY \$ 2,247.60								
101-754-751.000 PARKS \$ 1,512.00								
101-759-751.000 CAMPGROUND \$ 1,512.00								
101-429-751.000 FORESTRY \$ 2,365.60								
248-537-751.001 DDA \$ 2,419.80								
\$ 10,057.00								
Bf								

Thank you for your business.

Subtotal \$1,300.00**Sales Tax (6.0%)** \$0.00**Total** \$1,300.00**Payments/Credits** \$0.00**Balance Due** \$1,300.00

BALANCE DUE \$ 10,057.00

Northern Nursery Inc

Invoice28415 Co Rd 98
McMillan, MI 49853

Date	Invoice #
10/16/2025	25-789

Bill To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

Ship To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

S.O. No.	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB	Load List #
FA25-55		COD	10/16/2025		10/17/2025	NNI	MM	FA-001
Item	Description	Ordered	Prev. Inv...	Backor...	Invoiced	Rate	Amount	
3"	3" Autumn Blaze Freemanii Maple	9	0	0	9	215.00	1,935.00	
2.5'	2.5" Armstrong Maple	5	0	0	5	255.00	1,275.00	
16'	16' River Birch-Clump	2	0	1	1	195.00	195.00	
18'	18' River Birch-Clump	2	0	0	2	195.00	390.00	
3"	3" Whitespire Birch-Tree Form	2	0	0	2	225.00	450.00	
3.5"	3.5" Hackberry	2	0	0	2	245.00	490.00	
3'	3" Skyline Honey Locust	3	0	0	3	179.00	537.00	
3"	3" Prairiefire Crab	2	0	0	2	165.00	330.00	
3"	3" Spring Snow Crab	4	0	0	4	165.00	660.00	
3.5"	3.5" Northern Pin Oak	3	0	0	3	245.00	735.00	
3"	3" Valley Forge Elm	4	0	0	4	190.00	760.00	
Thank you for your business.						Subtotal	\$7,757.00	

Northern Nursery Inc

Invoice

28415 Co Rd 98
McMillan, MI 49853

Date	Invoice #
10/16/2025	25-790

Bill To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

Ship To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

S.O. No.	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB	Load List #
FA25-55		COD	10/16/2025		10/17/2025	NNI	MM	FA001
Item	Description	Ordered	Prev. Inv...	Backor...	Invoiced	Rate	Amount	
Shipping	Shipping Invoice #25-789, Load List #FA001				1	700.00	700.00	
Thank you for your prompt payment of these shipping charges due on receipt of Invoice.						Subtotal	\$700.00	

Northern Nursery Inc

Invoice28415 Co Rd 98
McMillan, MI 49853

Date	Invoice #
10/31/2025	25-810

Bill To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

Ship To
City of Gladstone 1100 Delta Ave Gladstone, MI 49837

S.O. No.	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB	Load List #
FA25-55		COD	10/31/2025		10/30/2025	NNI	MM	FA002
Item	Description	Ordered	Prev. Inv...	Backor...	Invoiced	Rate	Amount	
Shipping	Shipping Invoice #25-809, Load List #FA002				1	300.00	300.00	
Thank you for your prompt payment of these shipping charges due on receipt of Invoice.						Subtotal		
						\$300.00		



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY

Item 11.



ORDER

2508-C02927 R57 PAGE 1 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
COMMENT	WALL PLATES				1				
1X6FOS	1 X 6 FOAM SILL SEAL 50ft		2		2	EA	5.0353	EA	10.07
2X6X16T	2X6X16 SELECT TREATED PON		6		6	EA	15.1733	EA	91.04
2X6X16W	2X6X16 WHITE WOOD		12		12	EA	15.3466	EA	184.16
COMMENT	STUDS & HEADERS				1				
2X6X8W	2X6X8 WHITE WOOD		98		98	EA	5.2500	EA	514.50
7/16OSB	7/16 4X8 OSB SHEATING 78/UNIT TOLKO		30		30	EA	15.0045	EA	450.14
2X8X12W	2X8X12 WHITE WOOD		1		1	EA	11.8530	EA	11.85
2X6X16W	2X6X16 WHITE WOOD		4		4	EA	15.3466	EA	61.39
2X4X8W	2X4X8 WHITE WOOD 96"		2		2	EA	3.9276	EA	7.86
9LVL	9-1/2" LVL L.F.		16		16	EA	5.0438	EA	80.70
2X4X20W	2X4X20 WHITE WOOD		12		12	EA	12.1698	EA	146.04
COMMENT	ROOFING				1				
2X6X16T&G	2X6X16 T&G TREATED		100		100	EA	19.0000	EA	1,900.00
CANOPY	Canopy Safedek Underlayment		1		1	ROLL	52.5000	ROLL	52.50

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 2 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
2816585	STAPLE CROWN FINISH 5/16X1/2IN		1		1	BX5M	7.0011	BX5M	7.00
W2	3'X66' SAND WINTERGUARD		2		2	EA	90.9109	EA	181.82
221	SWIFTSTART SHINGLE STARTER 116LF		1		1	EA	52.8921	EA	52.89
LMB	LANDMARK MOIRE BLACK - ARCHITECTURAL SHINGLES (IF USING DISCOUNT SHINGLES IN FRONT OF IVERSON'S)	50	21		21	EA	43.4688	EA	456.42
MBHR	MOIRE BLACK HIP & RIDGE SHADOW RIDGE 30 LIN. FT.		1		1	EA	63.2635	EA	63.26
6820500	BOSTICH 11/4 COIL NAIL		1		1	EA	56.2250	EA	56.23
13/4RB	1-3/4" Roofing Nails LB		6		6	LB	1.0540	LB	6.32
12REW	1-1/2"X12' ROOF EDGE WHITE 280 ALUMINUM T-STYLE QUALITY EDGE .019in		10		10	EA	7.7236	EA	77.24
COMMENT	SOFFIT/FASCIA				1				
2X6X16W	2X6X16 WHITE WOOD SUBFASCIA		7		7	EA	15.3466	EA	107.43
SL6W	6"X12' FASCIA WHITE 280 SMOOTH RIBBED ALUMINUM .024in		10		10	EA	16.5593	EA	165.59
RSW	3/8"X12' F CHANNEL WHITE 280		8		8	EA	11.0759	EA	88.61

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 3 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

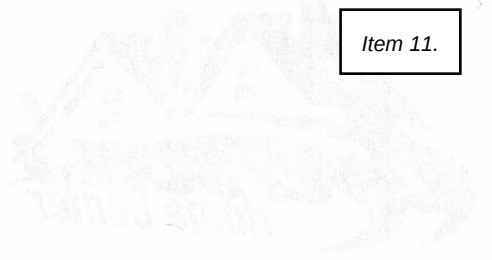
Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
SYS3CWW	REVERSIBLE ALUMINUM .019in SOFFIT CENTER VENT WHITE 280 16"X12' 12/BOX		9			9 EA	27.5204	EA	247.68
WNS	1# WHITE STEEL NAIL #8252		1			1 EA	10.1875	EA	10.19
COMMENT	SIDING					1			
HW	9X100 REX HOUSEWRAP		1			1 EA	48.9008	EA	48.90
2816585	STAPLE CROWN FINISH 5/16X1/2IN		1			1 BX5M	7.0011	BX5M	7.00
SOC02927-000	Diamond Kote® 5/4 in. x 4 in. x 10 ft. Woodgrain Outside Corner BEDROCK		4			4 EA	108.8400	EA	435.36
SOC02927-001	Diamond Kote® 8 in. RigidStack Siding Woodgrain 4/PK - 11.11 PCS/SQ MIDNIGHT BLUE		19			19 EA	170.0000	EA	3,230.00
SOC02927-002	5/4 in. x 4 in. x 16 ft. Woodgrain Trim Bedrock		6			6 EA	111.4290	EA	668.57
SOC02927-003	Diamond Kote® RigidMount Universal Mount Block Woodgrain		4			4 EA	56.3640	EA	225.46
SOC02927-004	Diamond Kote® RigidMount Receptacle Mount Block Woodgrain		3			3 EA	53.3520	EA	160.06

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature





Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 4 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
SOC02927-005	DAP Dynaflex 920 10.1 fl. oz. - matches Diamond Kote Midnight Blue		1		1	EA	93.8880	EA	93.89
SOC02927-006	Dynaflex 920 Gray GY708 10.1 fl. oz. - matches Diamond Kote® Bedrock		6		6	EA	11.4600	EA	68.76
COMMENT	FASTENERS/MISC.				1				
4899118	PASLODE 30° 3-1/4 Smooth Nail, 650839 Framing Nail, 3-1/4 in L, Steel, Bright, Round Head, Smooth Shank		2		2	EA	93.4000	EA	186.80
4899068	PASLODE 30° 2-3/8" RS Frame Nail 650238 Framing Nail, 2-3/8 in L, Steel, Bright, Round Head, Ring Shank		1		1	EA	130.7625	EA	130.76
36K4LHSI6	36"W/WINDOW LH 206 6/916		1		1	EA	512.4214	EA	512.42
3/4TP	3/4" Treated Plywood		2		2	EA	62.6000	EA	125.20
2X4X14W	2X4X14 WHITE WOOD		2		2	EA	7.5800	EA	15.16
2X4X8W	2X4X8 WHITE WOOD 96"		6		6	EA	4.5400	EA	27.24
2X6X16T&G	2X6X16 T&G TREATED		18		18	EA	25.9800	EA	467.64

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 5 OF 12

SOLD TO

Gladstone City of
1100 Delta Ave.
Gladstone MI 49837

JOB ADDRESS

Gladstone City of
1100 Delta Ave.
Gladstone MI 49837
906-428-3737

ACCT NO.

GLA108

JOB

0

ENTRY DATE 8/12/2025 2:16:50 PM

CUST PICKUP

BRANCH 1000

CUSTOMER PO# SAIL SCHOOL

STATION I03

CASHIER JEREMY

SALESPERSON

ORDER ENTRY JEREMY

MODIFIED BY JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
2X4X8W	2X4X8 WHITE WOOD 96"		7		7	EA	4.5400	EA	31.78
12REW	1-1/2"X12' ROOF EDGE WHITE 280 ALUMINUM T-STYLE QUALITY EDGE .019in		3		3	EA	7.9700	EA	23.91
6775795	FATMAX UTILITY KNIFE		1		1	EA	10.9900	EA	10.99
7109085	BLADE KNIFE UTILITY		1		1	EA	22.9900	EA	22.99
TAR	RF140 OSI		2		2	EA	6.9900	EA	13.98
VYCORNER	Grace Vycorner Plastic Corners Window Corners		44		44	EA	2.2720	EA	99.97
221	SWIFTSTART SHINGLE STARTER 116LF		1		1	EA	56.3000	EA	56.30
LMB	LANDMARK MOIRE BLACK - ARCHITECTURAL SHINGLES		2		2	EA	42.9900	EA	85.98
1230317	ADHESIVE POLYU EXT WHT 10.1OZ		4		4	EA	7.9900	EA	31.96
7608888	STEP FLSH 4X4X8IN PREBNT GALV		25		25	EA	0.6900	EA	17.25
TAR	RF140 OSI		3		3	EA	6.9900	EA	20.97
CS24BK	24"x50ft TRIM COIL BLACK 518 SMOOTH ALUMINUM QUALITY EDGE	50	1		1	EA	104.5985	EA	52.30
W2	3'X66' SAND WINTERGUARD		1		1	EA	93.9600	EA	93.96

Payment Method(s) Buyer: WENDY TAAVOLA

SubTotal

SalesTax

Deposit

Please pay this amount

Special Orders are not returnable unless damaged or manufacturer's defect.



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 6 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

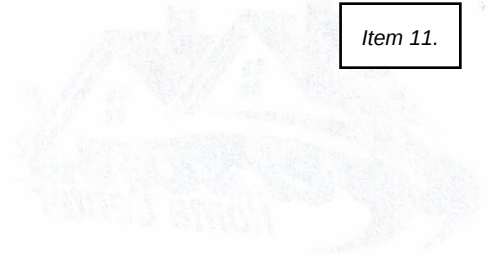
Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
DW	3/8"x10' MITER DIVIDER WHITE 280 10/box		1		1	EA	26.7900	EA	26.79
9803610	Rustoleum PT Flat Black 12oz		1		1	EA	6.9900	EA	6.99
TT	TYVEK TAPE		1		1	EA	19.9800	EA	19.98
1134758	SEALANT POLYMER INT EXT 10.1OZ		3		3	EA	9.9900	EA	29.97
762	6"X75' VYCOR WINDOW FLASH		2		2	EA	28.1900	EA	56.38
SOC02927-007	2-1/2 in. x 10 ft. Steel Starter for Rigidstack		9		9	EA	11.4500	EA	103.05
SOC02927-008	5/4 in. x 4 in. x 10 ft. Woodgrain Outside Corner Bedrock - 1 per pack		1		1	EA	155.8700	EA	155.87
SOC02927-009	7 in. Woodgrain H-Molding Midnight 25/Bag		2		2	EA	71.0900	EA	142.18
SOC02927-010	Touch Up Paint Kits Midnight Quart		1		1	EA	72.0000	EA	72.00
SOC02927-011	Touch Up Paint Bedrock 8 oz.		1		1	EA	23.0100	EA	23.01
SOC02927-012	Diamond Kote Siding System 1 in. x 10 ft. Drip Cap Smoky Ash		6		6	EA	18.9100	EA	113.46
1134758	SEALANT POLYMER INT EXT 10.1OZ		4		4	EA	9.9900	EA	39.96

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature





Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 7 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
762	6"X75' VYCOR WINDOW FLASH		1		1	EA	28.1900	EA	28.19
1X6X16T	1X6X16 TREATED #2		1		1	EA	15.4100	EA	15.41
6200521	Titebond III 1416 Wood Glue 1gal		1		1	EA	39.9900	EA	39.99
RAINDROP9	Diamond Kote 5D House Wrap 9x100		1		1	EA	250.7220	EA	250.72
762	6"X75' VYCOR WINDOW FLASH		3		3	EA	28.1900	EA	84.57
5522602	DREMEL Multi-Knife Hook Blade, Bi-Metal, MM430		1		1	EA	17.9900	EA	17.99
7995178	49-10-9005 Blade Variety Pack		1		1	SET	42.9900	SET	42.99
6812697	DAP 18280 Premium Sealant, Black, 1 day Curing, 40 to 100 deg F, 10.1 oz Cartridge		2		2	EA	6.9900	EA	13.98
48137225	1/4 X 18 IN BELLHANGER BIT		1		1	EA	14.9900	EA	14.99
7161102	203752 FLSH RNG PL ZN		2		2	EA	11.9900	EA	23.98
7155930	TRNBKL 2HK ZN 3/8X10-1/2IN		2		2	EA	5.9900	EA	11.98
2X6X8W	2X6X8 WHITE WOOD		2		2	EA	6.9600	EA	13.92
2X6X10W	2X6X10 WHITE WOOD		2		2	EA	9.0800	EA	18.16
4632691	Makrite N95 9500-N95 Disposable Particulate Respirator, N95		1		1	EA	16.9900	EA	16.99

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 8 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	103
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
6632822	Filter Class, Polyester/Polypropylene Facepiece								
2X6X8W	UGL Masonry Waterproofing Gray gal		1		1	EA	35.9900	EA	35.99
8350514	2X6X8 WHITE WOOD		1		1	EA	6.9600	EA	6.96
48223170	48-40-1032 BLD SAW CIR 80T 10" x 5/8 CARBIDE		1		1	CD	54.9900	CD	54.99
5100821	Jobsite marker Red		2		2	EA	1.0800	EA	2.16
4844072	JIG HOLE POCKET KREG 310		1		1	EA	28.0900	EA	28.09
8596967	KIT SCRW POCKET-HOLE BLUE-KOTE		1		1	EA	48.9500	EA	48.95
505	Liquid Nails Construction Adhes Adhesive, Tan, 10 oz Cartridge LN-903-10		2		2	EA	3.7900	EA	7.58
7995343	8" COMPOSITE SHIM		1		1	EA	2.8600	EA	2.86
7995756	49-25-1153 Blade, 2-1/2 in, 1-5/8 in D Cutting, HCS		1		1	CD 3	42.9900	CD 3	42.99
	49-25-2221 3-in-1 Multi-Cutter Scraper Blade, 2", 1-5/8"D Cut, Stainless Steel		1		1	CD	13.9900	CD	13.99

Payment Method(s) Buyer: WENDY TAAVOLA

SubTotal	
SalesTax	
Deposit	
Please pay this amount	

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 9 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
2X4X8W	2X4X8 WHITE WOOD 96"		1		1	EA	4.5400	EA	4.54
300	Blue Rhino Exchange 20lb Tank		1		1	EA	19.9900	EA	19.99
6111975	3/4" CARBIDE MOSTISE BIT		1		1	EA	29.9900	EA	29.99
6112163	11/4" CARBIDE RABBETING		1		1	EA	37.9900	EA	37.99
7196835	48-32-4532 BitHolder, 1/4" Hex Dr, 1/4"Hex Shank, Steel		1		1	CD	13.9900	CD	13.99
7840069	FLAP DISC 4-1/2 80G CN NO		1		1	EA	9.9900	EA	9.99
7215601	BRUSH FOAM HIGH DENSITY 1IN		5		5	EA	0.7900	EA	3.95
6559603	Hyde Glazing Tool Slotted V		1		1	EA	9.9900	EA	9.99
48223771	Orange Paint Markers		1		1	EA	4.9900	EA	4.99
1389345	MARKER PAINT JOBSITE LIQ WHITE		1		1	EA	4.4900	EA	4.49
8379786	Klean Strip Linseed Oil 1qt		1		1	EA	15.9900	EA	15.99
WT052	Matches Diamond Kote WHITE WT052		4		4	EA	9.5200	EA	38.08
300	Blue Rhino Exchange 20lb Tank		1		1	EA	19.9900	EA	19.99
SOC02927-013	Dynaflex 920 Blue BL906 10.1 fl. oz. - matches Diamond Kote® Midnight		1		1	EA	109.9900	EA	109.99

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COP

Item 11.



ORDER

2508-C02927

R57 PAGE 10 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
SOC02927-014	Diamond Kote Siding System		1		1	EA	23.0200	EA	23.02
300	Touch Up Paint Midnight 8 oz.								
0816488	Blue Rhino Exchange 20lb Tank		2		2	EA	19.9900	EA	39.98
7995145	BRUSH FOAM HIGH DENSITY 2IN		8		8	EA	1.3900	EA	11.12
7995145	49-10-9001 Blade Variety Pack		1		1	SET	44.9900	SET	44.99
7995756	49-25-2221 3-in-1 Multi-Cutter		1		1	CD	13.9900	CD	13.99
	Scraper Blade, 2", 1-5/8"D Cut, Stainless Steel								
1389345	MARKER PAINT JOBSITE LIQ WHITE		1		1	EA	4.4900	EA	4.49
48223771	Orange Paint Markers		1		1	EA	4.9900	EA	4.99
48223170	Jobsite marker Red		2		2	EA	1.0800	EA	2.16
7346307	Paslode 401482 Lubricating Oil, Liquid, Straw, 4 oz Bottle		1		1	EA	8.9900	EA	8.99
GRACE	Grace Select Self-Adhered Roofing Underlayment - 3'x65' Roll, 25mil		1		1	EA	96.4789	EA	96.48
SOC02927-016	Touch Up Paint Bedrock 8 oz.		1		1	EA	23.0175	EA	23.02
SL10W	10"X12' FASCIA WHITE 280 SMOOTH RIBBED ALUMINUM 25/CTN .024in		3		3	EA	30.0800	EA	90.24

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 11 OF 12

SOLD TO
Gladstone City of 1100 Delta Ave. Gladstone MI 49837

JOB ADDRESS
Gladstone City of 1100 Delta Ave. Gladstone MI 49837 906-428-3737

ACCT NO.	JOB
GLA108	0
ENTRY DATE	8/12/2025 2:16:50 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	SAIL SCHOOL
STATION	I03
CASHIER	JEREMY
SALESPERSON	
ORDER ENTRY	JEREMY
MODIFIED BY	JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
6573182	Hyde Single Edge Razor Blade 10pk		1		1	EA	4.5900	EA	4.59
SOC02927-017	5/4 in. x 4 in. x 16 ft. Woodgrain Trim Bedrock		2		2	EA	111.4300	EA	222.86
6583991	SEALANT IN EX LATEX WHT 10.1OZ		5		5	EA	6.9900	EA	34.95
4157855	DOOR STRIKE PLATE		1		1	EA	3.9900	EA	3.99
DCBK	Drip Cap Black 10'		1		1	EA	7.6400	EA	7.64
300	Blue Rhino Exchange 20lb Tank		1		1	EA	19.9900	EA	19.99
MISC	RESTOCKING FEE OF DIAMONDKOTE SIDING		1		1	EA	255.0000	EA	255.00
300	Blue Rhino Exchange 20lb Tank		1		1	EA	19.9900	EA	19.99
9996638	WINDEX		1		1	EA	4.5900	EA	4.59
6978548	32OZ SIMPLE GREEN		1		1	EA	5.6900	EA	5.69
TT	TYVEK TAPE		2		2	EA	19.9800	EA	39.96
9603911	SEALANT INSUL WINDOW DOOR 20OZ		4		4	EA	16.9900	EA	67.96
6428841	Construction Adhesive, 28oz, Titebond 5262		3		3	EA	9.9900	EA	29.97
CSM	Cedar Shims Medium		1		1	EA	13.1890	EA	13.19

Payment Method(s) Buyer: WENDY TAAVOLA

	SubTotal	
	SalesTax	
	Deposit	
Please pay this amount		

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature



Iverson's Home Center
404 N. 8th Street
Gladstone MI 49837
906-428-2351

CUSTOMER COPY Item 11.



ORDER

2508-C02927 R57 PAGE 12 OF 12

SOLD TO

Gladstone City of
1100 Delta Ave.
Gladstone MI 49837

JOB ADDRESS

Gladstone City of
1100 Delta Ave.
Gladstone MI 49837
906-428-3737

ACCT NO.

GLA108

JOB

0

ENTRY DATE 8/12/2025 2:16:50 PM

CUST PICKUP

BRANCH 1000

CUSTOMER PO# SAIL SCHOOL

STATION I03

CASHIER JEREMY

SALESPERSON

ORDER ENTRY JEREMY

MODIFIED BY JEREMY

Thank you for your business!

Item	Description	D	Ordered	Sold	Remain	UM	Price	Per	Amount
435339	UGL Masonry Waterproofer 1gal		4			4 EA	44.9900	EA	179.96
1X4X12#2	1X4X12#2 PINE		6			6 EA	8.4500	EA	50.70
9603911	SEALANT INSUL WINDOW DOOR 20OZ		2			2 EA	16.9900	EA	33.98
7549827	FOODSAFE PAIL WHITE 0.7MIL 5GA		2			2 EA	6.9900	EA	13.98
6113989	SEALANT INSUL GAP/CRACKS 20OZ		2			2 EA	9.9900	EA	19.98
6035067	LID FOR 17714 5 GAL.PAIL		2			2 EA	3.2900	EA	6.58
0439943	KNIFE UTILITY SNAP-OFF 18MM		1			1 CD 1	3.9900	CD 1	3.99
6368542	BLADE KNIFE UTILITY 18MM 3PK		1			1 CD 3	3.9900	CD 3	3.99
2X4X8W	2X4X8 WHITE WOOD 96"		2			2 EA	4.5400	EA	9.08
2X4X12W	2X4X12 WHITE WOOD		1			1 EA	7.2400	EA	7.24
WT052	Matches Diamond Kote WHITE WT052		6			6 EA	9.5200	EA	57.12
1711837	Rustoleum PT Satin Canyon Black 12oz		2			2 EA	6.9900	EA	13.98
6114565	1/2" CARBIDE FLUSH TRIM		1			1 EA	42.9900	EA	42.99
1945856	SCREW WR 8 COARSE 2-1/2 125CT		1			1 CD12	25.9900	CD12	25.99
Adjustment	Delivery Charge								25.00

Payment Method(s) Buyer: WENDY TAAVOLA

EXE 0.00%
EXE: 38-
6004686

SubTotal

15,536.91

Sales Tax

0.00

Deposit

-6,500.00

Please pay this amount

9,036.91

Special Orders are not returnable unless damaged or manufacturer's defect.

Signature



Board:	City Commission
Agenda	11/10/2025
Date:	
Department:	Water
Presenter:	Rob Spreitzer

Staff Report

Agenda Item Title:

Legal Services Agreement for USDA Rural Development Financing

Background:

As part of the process of applying for USDA funds a draft Legal Services Agreement showing the hourly rate and not to exceed price for legal services, needed to be included in the PER (Preliminary Engineering Report) portion of the application. At the time of application, the agreement did not have to be signed. In March of 2025 Miller Canfield recommended Curcio Law Firm PLC for providing legal services necessary to the organization, financing, construction, and initial operation of the Water Treatment Plant Improvements.

Fiscal Effect:

As per the Legal Services Agreement we will pay to the Attorney for professional services an hourly rate of \$220 plus expenses; not to exceed \$15,000.

Supporting Documentation:

See attached Legal Services Agreement.

Recommendation:

Make motion to sign Legal Services Agreement with Curcio Law Firm PLC not to exceed \$15,000.

LEGAL SERVICES AGREEMENT

This Agreement made this 10th day of March, 2025
between the City of Gladstone

hereinafter referred to as "Owners," and
Nicholas Curcio

attorney at law, of Curcio Law Firm PLC,
hereinafter referred to as "Attorney":

WHEREAS, the Attorney agrees to perform all legal services
necessary to the organization, financing, construction, and initial
operation of the Water Treatment Plant Improvements.

WITNESSETH:

That for and in consideration of the mutual covenants and promises
between the parties hereto, it is hereby agreed:

SECTION A - LEGAL SERVICES

That the attorney will perform such services as are necessary to
accomplish the above recited objectives including, but not limited
to, the following:

1. Preparation and filing of petition for incorporation and supervision and assistance in the taking of such other actions as may be necessary or incidental to cause the Owners to become duly organized and incorporated and to be authorized to undertake the proposed system.
2. Furnish advice and assistance to the governing body of the duly incorporated association in connection with (a) the notice for and conduct of meetings; (b) the preparation of minutes of meetings; (c) the preparation and enactment of such resolutions as may be necessary in connection with the authorization, financing, construction and initial operation of the system; (d) the preparation of such affidavits, publication notices, ballots, reports, certifications, and other instruments and advice as may be needed in the conduct of such bond elections as may be necessary; (e) the preparation and completion of such bonds or other obligations as may be necessary to finance the system; (f) the completion and execution of documents for obtaining a loan made or insured or a grant made by the United States of America, U. S. Department of Agriculture (USDA), (g) entering into construction contracts; (h) preparation and adoption of by-laws, rules and regulations, and the rate schedules; (i) such other corporate action as may be necessary in connection with the financing, construction, and initial operation of the system.
3. Review of construction contracts, bid-letting procedure, and surety and contractual bonds in connection therewith.

4. Preparation, negotiation, or review of contract with a city or other source of water supply, when necessary.
5. Preparation, where necessary, and review of deeds, easements and other rights-of-way documents, and other instruments for sites for source of water supply pumping stations, treatment plants, and other facilities necessary to the system and to provide continuous rights-of-way therefor; rendering title opinions with reference thereto; and providing for the recording thereof.
6. Obtain necessary permits and certificates from county and municipal bodies, from state regulatory agencies, and from other public or private sources with respect to the approval of the system, the construction and operation thereof, pipeline crossings, and the like.
7. Cooperate with the engineer employed by Owners in connection with preparation of tract sheets, easements, and other necessary title documents, construction contracts, water supply contracts, health permits, crossing permits, and other instruments.
8. Preparation and approval of those documents pertaining to the issuance of the Owner's obligations. Preparation of opinions of counsel as required by Owners or the USDA. When applicable, secure assistance of and cooperate with recognized bond counsel in the preparation of the documents necessary for the financing aspects of the system. Where bond counsel is retained, the Attorney will not be responsible for the preparation and approval of those documents pertaining to the issuance of the Owner's obligations.

(Please refer to Michigan Guide 4, Attachment 1 "Legal Requirements Guide" when preparing the required legal documents)

SECTION B - COMPENSATION

1. Owners will pay to the Attorney for professional services rendered in accordance herewith, fees as follows:

 Hourly rate of \$ 220 plus expenses; not to exceed
 \$ 15,000 ;
2. Additional compensation, in excess of the maximum agreed on above, may be increased by amendment to this agreement only when there is sufficient documentation for the increase and approved by USDA Rural Development.

Said fees to be payable in the following manner and at the following times:

Monthly upon invoice

SECTION C - OTHER PROVISIONS

[Not Applicable]

Attorney: _____

(signature)

Firm Name: Curcio Law Firm PLC

Address:

16905 Birchview Drive, Nuica, MI 49448

Phone: 616-430-2201

Fax:

Email: ncurcio@curciofirm.com

Owners: _____

(appropriate signature)

(appropriate signature)

USDA, Rural Development Concurrence

By: _____

(signature)

Name, title: _____

Revised 10/15/09



Board:	City Commission
Agenda	11/10/2025
Date:	
Department:	Assessing
Presenter:	Janice Frizzell

Staff Report

Agenda Item Title:

Property Exemption Guidelines & Application

Background:

To comply with PA 660 Assessing Audit Review, the City must have an adequate process for determining whether to grant or deny exemptions according to statutory requirements. **MCL 211.10g(1)(h)(vi)**

Fiscal Effect:

Supporting Documentation:

Proposed Property Exemption Guidelines
Proposed Property Exemption Application

Recommendation:

Approve Property Exemption Guidelines & Application



City of Gladstone

Property Exemption Application Policy

To ensure timely and consistent processing of property exemption requests, the following guidelines apply:

Application Forms

Property owners must use the appropriate State of Michigan exemption form when one is available. If no state form exists for the exemption being requested, the Assessor's Office form must be used. This form is available on the City's website at Gladstonemi.gov and at the Assessor's Office.

Standard Deadline

Unless otherwise specified on the exemption form or in its official guidelines, all exemption applications must be submitted to the Assessor's Office by January 31st of the year for which the exemption is being requested.

Board of Review Submissions

Exemptions requiring Board of Review approval must be submitted to the Assessor's Office by the close of business on the day before the December Board of Review meeting. This includes the Poverty Exemption.

Approval Guidelines

Exemptions are approved based on statutory eligibility, completeness of documentation, and timely submission. Additional criteria may apply depending on the exemption type.

Application

Applications must be submitted using the correct form and include all required documentation. Incomplete applications may result in delays or denial.

Documentation

Supporting documentation must clearly demonstrate eligibility. Examples may include income verification, ownership records, or other materials as specified in exemption guidelines.

Assessor Responsibilities

The Assessor's Office is responsible for:

- Providing accurate forms
- Reviewing applications for completeness
- Ensuring statutory compliance
- Communicating with applicants regarding status or deficiencies

Application Review

Applications are reviewed for completeness, accuracy, and eligibility. The Assessor may request additional documentation or clarification before proceeding.

Statutory Review

All applications are evaluated in accordance with applicable state laws and local ordinances. The Assessor ensures that exemptions meet legal requirements before approval or referral to the Board of Review, if applicable.

Notification Process

Applicants will be notified in writing of approval, denial, or required corrections. Timely communication is essential to ensure resolution before statutory deadlines.

Audit Process

Exemptions may be subject to audit. Applicants must retain documentation and be prepared to verify eligibility if requested.

Denial Process

Applications may be denied based on statutory requirements or application guidelines if:

- They are submitted after the stated deadline
- Required documentation is missing or incomplete
- The applicant does not meet eligibility criteria
- The form used is incorrect
- The application lacks sufficient detail to verify eligibility
- The exemption type requires Board of Review approval and was not submitted on time

Applicants will be notified in writing of the denial and may appeal through the Board of Review or other designated channels.

Common Exemption Types

Poverty Exemption

- **Deadline:** Must be submitted to the Assessor's Office by the close of business on the day before the December Board of Review meeting.
- **Review Process:** The application is reviewed by the Assessor and forwarded to the Board of Review for approval.
- **Notification:** Applicants will be notified of the Board's decision in writing.
- **Forms & Guidelines:** Available on the City's website at Gladstonemi.gov or at the Assessor's office.

Veteran's Exemption

- **Approval Authority:** Approved directly by the Assessor.
- **Required Documentation:** Must include the State of Michigan exemption form and an official benefits notice or other documentation from the U.S. Department of Veterans Affairs confirming eligibility.
- **Deadline:** May be submitted at any time during the year for which the exemption is being requested.

Assessor Contact Information

Name: Janice Frizzell

Phone: 906-428-2311

Email: assessor@gladstonemi.gov

For questions or assistance, contact the Assessor's Office during regular business hours.

These requirements apply to all exemption types unless explicitly stated otherwise in the relevant documentation. Property owners are responsible for ensuring that all forms are complete and submitted on time.





City of Gladstone

Application for Exemption from Property Taxes

Instructions: File this application with copies of documents listed on page two (2) of this form. Property must be owned and used for the stated exemption purpose as of December 31 of the year prior to the year for which exemption is claimed. Application must be received by the Assessor's Office no later than January 31 of the year in which this exemption is being sought.

Part 1: Property Information

☐ Real Property Parcel Number(s):	
☐ Personal Property Parcel Number(s):	
Property Location:	
Current Use of Property:	
Organization or Church Name:	
Mailing Address:	
Contact Person & Title:	
Phone No.:	Email Address:

Part 2: Type of Exemption Requested (Check applicable)

☒ Library	☐ Charitable	☐ Educational
☐ Religious	☐ Scientific	☐ Other _____
Property Tax law section (MCL) under which you are claiming exemption:		
(Note: Internal Revenue Code Sec. 501(c) 3 is NOT a property tax exemption law, but rather deals with exemption from Federal Income Tax)		

Tax laws and eligibility requirements are set by State of Michigan law and court decisions, and not by the City Commission. These criteria will be used to determine your tax status. If you have any questions, please feel free to contact the City Assessor.

Attach copies of the following documents with the application.

Processing the exemption request application is facilitated by providing copies of as many of the following documents as possible.

1. Articles of incorporation and all amendments, which should include the following information:
 - i. The names of directors of the corporation
 - ii. Whether the applicant operates on a profit or non-profit status
 - iii. The purpose of corporation
 - iv. A copy of the articles of incorporation
 - v. Assumed name(s), if applicable, along with the name of governmental agency where the assumed name is recorded with
 - vi. A copy of the annual non-profit corporation report or for organizations other than corporations, and the most recent balance sheet.
2. Exempt applicant entity's by-laws and constitution if these items exist.
3. Evidence of ownership of (or interest in) subject property
 - i. Transfer instrument to applicant; typically warranty deed or land contract
 - ii. Lease
4. Internal Revenue Service Code 501(c)(3) status
5. Internal Revenue Service Code 990, 990n, 990ez
6. Governmental approval/certification (if applicable) to operate for stated purpose
 - i. IRS exemption determination for assessment years in question
 - ii. State/County license if any ☐
 - iii. City approval form: Permits ☐ Zoning Compliance ☐ Other ☐
 - iv. License from Attorney General to solicit or receive contributions
7. Signed statement as to actual use(s). If more than one use exists, please state percentage each use is to a total 100%.

Part 3: Additional Information

How will the property be occupied on December 31st?

How was the property occupied on December 31st of the prior year?

Is any part of this property rented or occupied by someone other than the exemption claimant?

Reason(s) for the exemption of this property:

What services are or will be provided at this location?

List all the uses of this property and the percentage of each:

%

%

%

%

%

%

Must total 100%

%

Do you rent or lease any part of this property? If yes please explain:

In the event of dissolution, to whom would the property revert?

This application is for exemption beginning in what year?

Part 4: Certification

THE INFORMATION ON THIS APPLICATION IS, TO THE BEST OF MY KNOWLEDGE AND JUDGEMENT, A TRUE AND CORRECT STATEMENT OF FACTS CONCERNING THE ABOVE-DESCRIBED PROPERTY AND ITS USE

CERTIFICATION:

I hereby certify the preceding statements are true and correct.

Signed:

Date:

Name:

Phone:

Email:

Title or Position:

FILING REQUEST:

For the Assessor to review your application for the next year's assessment roll, it must be filed no later than January 31. You will be notified in writing of the Assessor's decision and your appeal rights to the local Board of Review.

If you are unable to meet the January 31 deadline, you must file your application prior to the adjournment of the March Board of Review. This Board meets during the second week in March, each year. The Board can act on your exemption request and you are protecting your right to appeal their decision. You will be notified in writing of the Board's decision.





Board:	City Commission
Agenda Date:	11/10/2025
Department:	Assessor
Presenter:	Janice Frizzell

Staff Report

Agenda Item Title:

Poverty Exemption Guidelines

Background:

In preparation for the 2026 Assessment Audit and in accordance with Public Act 660 of 2018, the Assessor's Office has amended the Poverty Exemption Guidelines to comply with the PA 660 Assessing Reform Audit.

Fiscal Effect:

Previous Tax year Poverty Exemptions accounted for approximately
 \$9,300 Tax Dollars
 \$3,000 City Millage
 \$900 PA 33 Millage

Supporting Documentation:

Proposed amended Poverty Exemption Guidelines
 Form 5737 Application for MCL 211.7u Poverty Exemption
 Form 4988 Poverty Exemption Affidavit
 Form 5822 Michigan State Tax Commission Assessment Audit Review Sheet

Recommendation:

Motion to approve the Poverty Exemption Guidelines



CITY OF GLADSTONE

GUIDELINES FOR POVERTY EXEMPTION REVIEW

Purpose

To implement MCL 211.7u and Michigan State Tax Commission guidance for consistent, transparent, and lawful review of poverty exemption applications for property tax relief.

Eligibility Requirements

- **Ownership and occupancy** — Applicant must own and occupy the property as the principal residence at the time of application.
- **Required forms** — File Michigan Department of Treasury Form 5737 (Application for MCL 211.7u Poverty Exemption) Form 4988 (Poverty Exemption Affidavit) may be used for household members not required to file tax returns.
- **Income documentation** — Provide federal and state income tax returns for the current or immediately preceding year for all household members required to file, or Form 4988 where applicable.
- **Identification and ownership proof** — Provide a valid driver license or other ID and deed, land contract, or other evidence of ownership if requested.
- **Complete application** — Applications must be complete and accurate; incomplete or inaccurate submissions may be denied.

Income Test

- **Minimum standard** — The City adopts the prior calendar year Federal Poverty Guidelines published by the U.S. Department of Health and Human Services as the minimum income eligibility standard.
- **What counts as income** — Total household income includes wages, net self-employment receipts, retirement and disability payments, regular public assistance, alimony, child support, dividends, interest, rental income, and other recurring receipts. The Michigan homestead property tax credit is not considered income.

Asset Test

- **Asset cap** — The City adopts a maximum allowable total asset value of \$9,500. The total value of all assets owned by the applicant and household members must not exceed \$9,500.
 - **Exclusions from asset cap** —
 - **Principle Residence**— The value of the principal residence and reasonable personal effects (furniture and clothing) are excluded from the asset calculation.
 - **Vehicle exclusion** — One (1) licensed motor vehicle per income-producing household member will be excluded from the asset cap. Recreational vehicles (campers, motorhomes, boats, ATVs) and additional motorized vehicles are counted as assets.
- **Valuation and verification** — Applicants must list all assets and provide documentation as requested. The Board of Review may require additional verification and may deny applications where assets are not properly identified.

Full and Partial Exemptions

- **Statutory percentages** — The Board of Review will grant a poverty exemption, in whole or in part, consistent with MCL 211.7u(5): 100%, 75%, 50%, or 25% reduction in taxable value for the year granted. No other percentage reductions may be used without State Tax Commission approval via Form 5738.
- **Local criteria for partial awards** — The Board will consider total household income relative to adopted income thresholds, household size, documented assets, and demonstrated financial need when selecting a partial exemption percentage.

Income Table for Partial Exemption Determination

Household Income Relative to Federal Poverty Guidelines	Exemption Percentage
At or below 100% of prior-year Federal Poverty Guidelines	100%
101% to 125% of prior-year Federal Poverty Guidelines	75%
126% to 150% of prior-year Federal Poverty Guidelines	50%
151% to 175% of prior-year Federal Poverty Guidelines	25%
More than 175% of prior-year Federal Poverty Guidelines	0%

Application Process and Board Procedures

- **Filing window** — Forms 5737 and 5739, with supporting documentation, must be filed with the local assessing unit on or after January 1 and no later than the day before the last day of the December Board of Review in the year for which the exemption is requested. Applicants should confirm local filing deadlines with the Assessor.
- **Assessor review** — The Assessor will screen applications for completeness, request additional documentation as needed, and forward complete applications to the Board of Review.
- **Board decision** — The Board will apply these guidelines when granting or denying exemptions and may not deviate from adopted policy. Decisions for a specific tax year are final for that year and cannot be reheard later in the same calendar year.
- **Fraud or incomplete information** — The Board will deny any application that appears fraudulent, misleading, or incomplete; denial notices will explain reasons for denial and appeal instructions.

Appeals and Remedies

- **Board of Review Decision**— Appeals of the Board of Review must be filed with the Michigan Tax Tribunal within 35 days of the Board’s decision.
- **Concurrent appeals** — Filing a poverty exemption claim does not prevent an applicant from appealing the property assessment in the same year.

Publication and Recordkeeping

- **Publication** — The City will publish the adopted policy, Forms 5737 and 5739, and any local thresholds or dollar amounts on the City website and make them available at the Assessor’s Office.
- **Record retention** — The City will retain application and verification documents according to record-retention law and audit program requirements.

Local Administration Details

- **Adopted income threshold** — Prior-year Federal Poverty Guidelines or local alternative (published annually).
- **Adopted asset cap** — \$9,500.
- **Vehicle rule** — One licensed vehicle excluded per income-producing household member.
- **Contact** — Assessor's Office, City of Gladstone, 906-428-2311, assessor@gladstonemi.gov, Office Hours: Tuesdays 12:00PM-4:00PM.



Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status		Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence			City	State	ZIP Code
☐ Check if applied for Homestead Property Tax Credit			Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number			Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence		Monthly Payment		Length of Time at this Residence	
Property Description					
PART 3: ADDITIONAL PROPERTY INFORMATION					
List information related to any other property owned by you or any member residing in the household.					
☐ Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address		City	State	ZIP Code
	Name of Owner(s)		Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address		City	State	ZIP Code
	Name of Owner(s)		Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

☐ The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
--------------	-----------	------

This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Michigan State Tax Commission Assessment Audit Review Sheet

The [State Tax Commission](#), per [MCL 211.10f](#), is required to determine substantial compliance with the requirements of Public Act 660, [MCL 211.10g](#), within the [General Property Tax Act](#). The audit reflects the minimum assessing requirements of an assessing district based on statute and [STC Rules](#), [Policy](#), [Bulletins](#) and [Publications](#).

As stated in [STC Guideline 2020-1](#), each aspect within the audit is defined as "Technical" or "Substantial." A determination of Noncompliance will be made by the State Tax Commission if any "Substantial" aspect of the audit is not satisfied. Assessing districts that do not meet one or more of the "Substantial" aspects and/or four or more "Technical" aspects of the review will be required to submit a corrective action plan detailing how and when the deficiencies will be resolved. A final determination of Noncompliance may result in a follow up review, assumption of jurisdiction by the State Tax Commission, or assignment of the roll to the [Designated Assessor](#).

LOCAL UNIT BACKGROUND INFORMATION (Technical Compliance)				
Year of Audit	Local Unit Name	County Name		
Assessor Name		Assessor Certification Level		
Supervisor, City Manager or Mayor Name		Title		
Mailing Address of Supervisor, City Manager or Mayor		City	State	ZIP Code
Date the assessor certified the assessment roll				
Other than staff listed on Form 5730, did the assessor receive outside assistance, in the form of a contract or otherwise, in the development of valuation studies and or field data collection? ☐ Yes ☐ No If answering yes, provide their names, and detail the work completed.				
ASSESSMENT ROLL ANALYSIS FOR SUBSTANTIAL COMPLIANCE (Requirements found in MCL 211.10g)				
1. Does the assessing district have properly developed and documented land values that meet State Tax Commission requirements per MCL 211.10e and STC Land Value Determination Publications and have less than 1% of land adjustments without reason? MCL 211.10g(1)(h)(i). ☐ Yes ☐ No Notes:				
2. Does the assessing district have properly developed and documented Economic Condition Factors ("ECF") that meet State Tax Commission requirements per MCL 211.10e and STC ECF Publications? MCL 211.10g(1)(h)(iii). ☐ Yes ☐ No Notes:				

ASSESSMENT ROLL ANALYSIS FOR SUBSTANTIAL COMPLIANCE (Continued)

3. Does the assessing district have an [assessment database](#) for which not more than 1% of parcels are in override and less than 1% flat land values – excluding DNR PILT Property (STC Policy)?

MCL 211.10g(1)(h)(ii)..... ☐ Yes ☐ No

Notes:

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Requirements found in [MCL 211.10g](#))

4. Does the assessing district use a [computer-assisted mass appraisal system](#) (CAMA) that is approved by the State Tax Commission as having sufficient software capabilities to meet requirements of the [General Property Tax Act](#) and to store and back up necessary data?

MCL 211.10g(1)(b)..... ☐ Yes ☐ No

Notes:

5. Does the assessing district have and follow a published policy under which its assessor's office is reasonably accessible to taxpayers? MCL 211.10g(1)(c).

a. A designation by name, telephone number, and electronic mail address, of at least one official or employee in the assessor's office to whom taxpayer inquiries may be submitted directly by telephone or electronic mail. MCL 211.10g(1)(c)(i)..... ☐ Yes ☐ No

b. An estimated response time for taxpayer inquiries submitted, not to exceed seven business days. MCL 211.10g(1)(c)(ii). ☐ Yes ☐ No

c. Information about how a taxpayer may arrange an in-person meeting with an official or employee of the assessor's office for purposes of discussing an inquiry. MCL 211.10g(1)(c)(iii)..... ☐ Yes ☐ No

d. Information about how requests for inspection or production of records maintained by the assessor's office should be made by a taxpayer and how those requests will be handled by the assessor's office. MCL 211.10g(1)(c)(iv). ☐ Yes ☐ No

e. Information about any process that the assessor's office may have to informally hear or resolve disputes brought by taxpayers before the March meeting of the Board of Review. MCL 211.10g(1)(c)(v)..... ☐ Yes ☐ No

Notes:

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Continued)

6. Does the assessing district provide taxpayers online access to information regarding its assessment services, including, but not limited to, parcel information, land value studies and documentation, and economic condition factors if there is a city or township building within the assessing district in an area with broadband internet access? MCL 211.10g(1)(d). ☐ Yes ☐ No

Notes:

7. Does the assessing district include the contact information of at least one official or employee in the assessor's office including name, telephone number, and electronic mail address in notices to taxpayers concerning assessment changes and exemption determinations? MCL 211.10g(1)(e). ... ☐ Yes ☐ No

Notes:

8. Does the assessing district ensure that its support staff is sufficiently trained to respond to taxpayer inquiries, require that its assessors maintain their certification levels, and require that its Board of Review members receive training and updates required and approved by the State Tax Commission? MCL 211.10g(1)(f). ☐ Yes ☐ No

Notes:

9. Does the assessing district comply with MCL 211.44(4) in respect to any property tax administration fee collected under section MCL 211.44? MCL 211.10g(1)(g). ☐ Yes ☐ No

Notes:

10. Does the assessing district conduct an annual personal property canvass and maintain sufficient personal property records according to developed State Tax Commission policies and statutory requirements? MCL 211.10g(1)(h)(iv). ☐ Yes ☐ No

Notes:

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Continued)

11. Does a sample of the July and/or December Board of Review actions indicate the Board met the requirements of [MCL 211.53b](#) and considered only those items over which they have statutory authority? MCL 211.10g(1)(h)(v)..... ☐ Yes ☐ No

Notes:

12. Does the assessing district have an adequate process for determining whether to grant or deny exemptions according to [statutory requirements](#)? MCL 211.10g(1)(h)(vi)..... ☐ Yes ☐ No

Notes:

13. Does the assessing district meet the requirements outlined in the State Tax Commission's publication entitled, "[Supervising Preparation of the Assessment Roll.](#)" including, but not limited to, the submission of all required forms, attendance at all required meetings, fulfilling the requirements of the assessment roll, appraising and assessing taxable property including new construction, and maintenance of accurate record cards? MCL 211.10g(1)(h)(vii)..... ☐ Yes ☐ No

Notes:

- a. Was the auditor made aware of possible record card issues or inaccuracies by County Equalization, the local unit, the State Tax Commission, or the Michigan Tax Tribunal? ☐ Yes ☐ No

Notes:

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Continued)14. Review of Exemptions Granted under [MCL 211.7u \(Poverty Exemptions\)](#) MCL 211.10g(i).

- a. Did the local unit grant any exemptions under MCL 211.7u (Poverty Exemption)? ☐ Yes ☐ No
- b. Does the local unit have proper [Poverty Exemption guidelines](#)? ☐ Yes ☐ No
- c. Do the local unit Poverty Exemption guidelines include a proper [asset level test](#)? ☐ Yes ☐ No
- d. Does a sampling of the exemptions granted under MCL 211.7u indicate that the statutory requirements were met and that the local unit policy was followed? ☐ Yes ☐ No

Notes:

15. Has the local unit implemented [CAMA Data Standards](#) as currently adopted by the State Tax Commission? MCL 211.10g(i). ☐ Yes ☐ No

Notes:

CERTIFICATION

I hereby declare that the foregoing information submitted is a complete and true statement.

Signature

Date

- ☐ By checking this box, I agree and confirm that the signature I have typed above is the electronic representation of my original, handwritten signature when used on this document. I further understand that signing this document using my electronic signature will have the same legally binding effect as signing my signature using pen and paper.



Board:	City Commission
Agenda Date:	11-10-2025
Department:	City Commission
Presenter:	Eric Buckman

Staff Report

Agenda Item Title:

Proposed Special Event – Saunders Point Brewing, LLC – Youth Empowering Services – Ugly Christmas Party

Background:

This proposed event is to be held Friday, December 12, 2025

Set Up: 4:00 PM

Event: 5-9 PM

Special Requests of the City are:

We are not looking to have the street closed, but instead we would just like to have the parking spots on the west side of 10th street along the building to be closed in case there is overflow needed for the party. We were hoping that we could have a couple of burn barrels out there to have fires like old fashioned Christmas.

This application was reviewed by city departments, and the following recommendation was made not to approve the following special requests:

- **Burning Barrels:** These raise some logistical and liability concerns, and would require maintenance throughout the evening, which could be challenging to manage safely.
- **Barricading Parking Spaces:** The Rialto Center currently does not meet the off-street parking requirements outlined in the zoning code. This isn't unique to your location, as most downtown businesses are in the same situation. Considering the event is in December and you have access to the outdoor seating area, which can be utilized in conjunction with the social district, I'm not seeing a strong need to block off the parking stalls.

Fiscal Effect:

Supporting Documentation:

Special Event Permit Application

Recommendation:

Commission decision.

From: [Patricia West](#)
To: [Kim Berry](#)
Subject: Fw: Special Requests for YES Event
Date: Wednesday, October 29, 2025 2:42:56 PM

Hi Kim,

My staff recommendation will be to approve the event, but not the burning barrels or parking spot barricades.

Burning Barrels: These raise some logistical and liability concerns, and would require maintenance throughout the evening, which could be challenging to manage safely. It also involves city staff set-up and tear-down time.

Barricading of Parking Spaces: Considering the event is in December and there is access to the outdoor seating area, which can be utilized in conjunction with the social district, I'm not seeing a strong need to block off the parking stalls.

Thank you,
 Tricia

From: Jake Mills <saunderspointbrewing@yahoo.com>
Sent: Wednesday, October 29, 2025 11:55 AM
To: Patricia West <pwest@gladstonemi.gov>
Subject: Re: Special Requests for YES Event

Patricia,

Thank you for taking the time to review the details of the Youth Empowering Services event and for sharing your perspective.

Regarding the burning barrels, I understand the concern about liability and maintenance. However, this could easily be mitigated by having volunteer firefighters oversee them throughout the evening. This isn't unprecedented — for example, the Old-Fashioned Christmas event has used monitored barrels in the past, sometimes managed by high school volunteers, without issue.

As for the parking barricades, the outdoor seating area unfortunately isn't a viable alternative. With the tree planted in that section and the need to

maintain ADA compliance, we'll be lucky to fit two of the six tables we previously had there. Placing tables on the sidewalk is not an option for the same reason.

To be clear, this request isn't about benefiting my business — it's about supporting a community fundraiser that's typically held at the Terrace or Bluff Golf Course. My goal is to encourage more activity downtown and bring foot traffic to other local businesses as well.

I'll pass your comments along to Tiffany at Youth Empowering Services since the requests originated from her group, but I wanted to share my perspective before any final decision is made.

Cheers,

Jake

On Oct 29, 2025, at 11:13 AM, Patricia West <pwest@gladstonemi.gov> wrote:

Hi Jake,

Thank you for sharing the details about the Youth Empowering Services event scheduled for December. I wanted to touch base regarding the special requests you submitted.

- **Burning Barrels:** These raise some logistical and liability concerns, and would require maintenance throughout the evening, which could be challenging to manage safely.
- **Barricading Parking Spaces:** The Rialto Center currently does not meet the off-street parking requirements outlined in the zoning code. This isn't unique to your location, as most downtown businesses are in the same situation. Considering the event is in December and you have access to the outdoor seating area, which can be utilized in conjunction with the social district, I'm not seeing a strong need to block off the parking stalls.

I'm inclined to recommend to the commission that we do not approve the burning barrels or the parking space barricades. I wanted to share my perspective with you before that recommendation goes forward, and I'm happy to hear if there are additional factors I might not have considered.



Board:	City Commission
Agenda Date:	11-10-2025
Department:	City Manager
Presenter:	Joe Thompson

Staff Report

Agenda Item Title:

City Manager Subcommittee Recommendation for Interim City Manager

Background:

At the September 8, 2025 regular commission meeting Mayor Joe Thompson and Commissioner Judy Akkala were appointed to handle the internal posting and review of interested City Department Heads for the City Manager position.

A posting was made on October 8, 2025 for any department heads interested in a six-month Interim City Manager position to submit a cover letter and resume to the Subcommittee in C/o City Clerk by 4:00 PM October 14, 2025.

Two employees submitted: Rodney Schwartz – Wastewater Superintendent with an interview on October 16th and Robert Spreitzer – Water Superintendent with an interview on October 17th.

On October 21, 2025 the subcommittee selected Robert Spreitzer – Water Superintendent for the recommendation to the full Commission for Interim City Manager. Each was notified by email of the selection.

Fiscal Effect:

Interim City Manager Contract to be negotiated

Supporting Documentation:

Internal Posting

Recommendation:

It is the recommendation of the subcommittee that the City Commission set a meeting to begin negotiations with Rob Spritzer for the Interim City Manager contract.

CITY OF GLADSTONE INTERIM (6 MONTH) MANAGER OPEN POSITION
INTERNAL POSTING
WITHIN IBEW 906 SUPERVISORY UNION & NON-UNION DEPARTMENT HEADS

Position: City Manager Full-time, Exempt

Negotiable Salary with City Commission

See attached City of Gladstone City Manager Job Description dated 10-07-2025 for job summary, essential functions, required experience, skills, licensing, certifications, and work environment.

Interested employees must submit their letter of interest and resumes to the Gladstone City Commission Subcommittee C/o: City Clerk Kim Berry by 4:00 PM Tuesday, October 14, 2025.

City of Gladstone is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

Kimberly Berry
Gladstone City Clerk
kberry@gladstonemi.gov
906-428-2311 Option 2 Extension 6

Posted: 10-08-2025

Position Title: City Manager
Department: City Hall

FSLA Designation: Exempt
Supervisor: City Commission

GENERAL PURPOSE

Perform complex supervisory, administrative and professional work in planning, organizing, directing, and supervising all city departments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Exercise overall responsibility for the City budget and perform all tasks associated with maintaining an effective and efficient budget process.

Set strategic goals and priorities for City departments and provide general management and leadership.

Issue written and verbal instructions and facilitate solutions to problems.
 Assign duties and examine work for exactness, neatness, and conformance to policies and procedures.

Study and standardize department policies and procedures to improve efficiency and effectiveness of operations.

Maintain harmony among workers and resolve grievances. Act as bargaining agent for union negotiations

Prepare composite reports from individual reports of subordinates.

Hear citizens' complaints and act where necessary.

Prepare and document budget requests; administer budget in assigned area of responsibility.

Plan, organize, coordinate, supervise and evaluate programs, plans, services, staffing, equipment and infrastructure of the City.

Evaluate City needs and formulate short- and long-range plans to meet needs in all areas of responsibility, such as Public Works, Water and Wastewater, Parks and Recreation, Public Safety and others as needed.

Oversee the development and update of the plans for the municipal infrastructure.
 Determine applicable codes, regulations, and requirements for assigned projects.
 Respond to public and other inquiries relative to City policies and procedures.

Monitor inter-governmental actions affecting the City

PERIPHERAL DUTIES

Assist in the training of city personnel in all necessary areas. Supervise employees on a day-to-day basis on specific projects.

DESIRED MINIMUM QUALIFICATIONS

Bachelors Degree in Public Administration desired or five years of relevant experience in municipal management. Ability to use windows-based software.

SUPERVISION RECEIVED

Works under the broad policy guidance of a five-member City Commission.

SUPERVISION EXERCISED

Exercises supervision over all City Department Heads.

RESPONSIBILITY FOR PUBLIC CONTACT

Daily contact requiring courtesy, discretion, and sound judgment.

LICENSING AND CERTIFICATION

Valid Michigan driver's license.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be required to stand; walk; use hands and fingers to handle, feel or operate objects, and reach with hands and arms. The employee is occasionally required to sit, climb, balance, stoop, kneel, crouch, crawl, talk, hear and smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. Work is often performed in office settings. Outside field work may be required on City projects.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



Board:	City Commission
Agenda Date:	09-22-2025
Department:	Assessor
Presenter:	Mayor Thompson

Staff Report

Agenda Item Title:

Appointing Subcommittee for Assessor Position

Background:

A subcommittee of two Commissioners must be set up to research the options of full-time Assessor for City of Gladstone.

Fiscal Effect:

None currently

Supporting Documentation:

None

Recommendation:

Motion to appoint _____ to a subcommittee for Assessor Position.