



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
February 24, 2025
6:00 PM

AGENDA

CALL TO ORDER

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

PUBLIC HEARINGS

PUBLIC COMMENT

CONFLICTS OF INTEREST

CONSENT AGENDA

- [4.](#) Planning Commission Meeting Minutes 12-3-24
- [5.](#) DDA Regular Meeting Minutes - January 21, 2025
- [6.](#) City Commission Regular Meeting Minutes of February 10, 2025
- [7.](#) EDC Regular Meeting Minutes of September 10, 2024
- [8.](#) 2025 EDC Regular Meeting Schedule

UNFINISHED BUSINESS

NEW BUSINESS

- [9.](#) Resolution 2025-01Decertification/Vacation - Portion of North 11th Street
- [10.](#) Special Event Application - Saunders Brewing
- [11.](#) 2025 Farmers Market Vendor Policies
- [12.](#) Planning Commission Board Member Resignations
- [13.](#) Planning Commission Appointments
- [14.](#) Reschedule Budget Work Sessions for Fiscal Year 2025-2026 Proposed Budget
- [15.](#) Amendment to the Gladstone Personnel Policy - Earned Sick Time Act (ESTA)

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: 02-20-2025

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

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

(Excerpt from City Commission Rules of Procedure Adopted: 11-25-2019)

A. Public Comment / Public Hearings

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

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



GLADSTONE PLANNING COMMISSION MEETING

City Hall Chambers – 1100 Delta Avenue
December 03, 2024
5:00 PM

A Regular Meeting of the Gladstone Planning Commission will be held on Tuesday, December 03, 2024 at 5:00 PM hosted at City Hall Chambers – 1100 Delta Avenue.

MINUTES

CALL TO ORDER: Commissioner Haulotte called the meeting to order at 5:02PM

ROLL CALL:

Members Present: Haulotte, Noreus, Woodworth & Leonard

Members Excused: Butch & DeFiore

Vacancy: One

APPROVAL AND/OR CORRECTIONS OF:

1. Regular Planning Commission Meeting Minutes of August 13, 2024

Motion by Commissioner Noreus; seconded by Commissioner Woodworth to approve the meeting minutes of August 13, 2024 as presented. **MOTION CARRIED**

ADDITIONS TO AGENDA: None

PUBLIC HEARINGS: None

UNFINISHED BUSINESS: None

NEW BUSINESS

2. **Planning Commissioner Resignation-Alger Strom**

Motion by Commissioner Leonard; seconded by Commissioner Noreus to regretfully accept Alger Strom's resignation from the Planning Commission and to acknowledge Alger's 20 years of exemplary service to the Community. **MOTION CARRIED**

3. **Planning Commission 2025 Meeting Dates**

Motion by Commissioner Noreus, seconded by Commissioner Leonard to approve the 2025 Meeting Dates as presented. **MOTION CARRIED**

4. **Site Plan Review-Choice Propane-8 Robert Hupy Drive**

Barron reviewed the site plan submitted by Choice Propane for a satellite tank on 8 Robert Hupy Drive. The plans submitted are in alignment with the rules and regulations of the city and staff had no issues with the site plan. The Planning Commission reviewed the documents. Motion by Commissioner Noreus; seconded by Commissioner Woodworth to approve the site plan as submitted. **MOTION CARRIED**

PUBLIC COMMENT: Sam Hewitt, 615 Wisconsin, was in attendance and voiced his interest in serving on the Planning Commission. He gave a brief background of himself. Barron to forward him an application and some information.

INFORMATION SHARING

Item 4.

COMMISSIONER COMMENTS: Commissioners asked about the Besse property and the Fairview Manor property.

COMMUNITY DEVELOPMENT COMMENTS: Barron gave an update on the Northshore Property and provide some information on Fairview and Besse properties and discussed the millage issue.

ADJOURNMENT: 5:45PM



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
January 21, 2025
8:15 AM

MINUTES

CALL TO ORDER

Board Chair, Jay Bostwick, called the meeting to order at 8:15 AM ET.

1. Roll Call

PRESENT	ABSENT
Daniel Becker	Joe Thompson (Excused)
Jacob Taylor	Jason Lippens
Jay Bostwick	Melissa Silta (Excused)
Kyle Closs	
Nathan Neumeier (Arrive at 8:24 AM)	
Robert LeDuc	

PUBLIC COMMENT: *None.*

APPROVAL OF MINUTES

2. Regular Meeting Minutes - December 17, 2024

Motion made by Closs, seconded by Taylor to approved the regular meeting minutes from December 17, 2024.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.

FINANCIALS

3. December Revenue & Expenditure Report

DDA Director Patricia West provided an overview of the December financials. She noted that winter tax bills are currently being collected, contributing to the revenue. These bills are due on February 14, 2025. Additionally, the North Shore payment was made in December.

CONFLICTS OF INTEREST: *None.*

ADDITIONS TO THE AGENDA: *None.*

UNFINISHED BUSINESS: *None.*

NEW BUSINESS

4. 2025 Regular Meeting Schedule

Motion made by Becker, seconded by Closs to approve the Downtown Development Authority's 2025 Regular Meeting Schedule, which includes the first calendar meeting of

2026.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.

Item 5.

5. 2025-2026 Budget Proposal Discussion

West met with the DDA Budget Subcommittee on January 16th to discuss the budget in detail. An overview was provided to the full board, with key budget items listed below:

- 9th St Bond Payment
- Annual Administrative Fee
- Increasing Downtown Ambassador Hours
- Expanding Parks & Recreation Contract
- North Shore Payment
- Permanent Vendor Structures at Farmers Market Square
- Facade Grant Program Planning
- Social District Development
- Tree Planting along Delta Ave

The board also discussed budgeting for new holiday garland in the downtown, which city staff and the electric department recommended replacing as the current garland is over 25 years old. The board consensus agreed to plan for that purchase in the next fiscal year.

Motion made by Closs, seconded by Taylor to recommend the proposed 2025-2026 budget to the City Commission for approval.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.

CITY COMMENTS & REPORTS

6. 2024 Facade Grant Awarded Projects

West provided updates on the 2024 facade grant awards. Superbloom Coffee House (1016 Delta Avenue) is the only recipient that has not yet met with her. They have indicated their intention to proceed with the project but are considering scaling it back. Patricia will update the board on any proposed changes after meeting with them.

7. 2024-25 DTE Energy Foundation Tree Planting Grant Award

The DDA was the recipient of the \$4000 DTE Energy Foundation Tree Planting Grant Award. This will allow the DDA, in partnership with the City of Gladstone, to add trees and vegetation to the boulevards at the intersections of Delta Avenue and 8th, 10th, and 11th St by this summer.

8. Informational Meeting Presented to the Parks & Rec Advisory Board

West will present the Informational Meeting to the Parks & Recreation Board at their February meeting.

9. North Shore Development

No updates to share at this time.

10. Retirement of Community Development Director/Zoning Administrator | Renee Barron

Renee Barron has announced her retirement, effective April 15, 2025. The DDA Board recognized and applauded Renee for her significant contributions to the community. While the board is thrilled for her as she begins this new chapter, her impact will be deeply missed.

11. Social District Community Survey

Patricia West provided an overview of the social district survey based on responses as of January 17, 2024. The survey will remain open through the end of January, at which point the results will be reviewed to determine how to move forward.

Item 5.

BOARD COMMENTS & REPORTS

Gladstone School Board Member and DDA Board Member, Nathan Neumeier, provided an update on the school funding initiative scheduled for the May ballot. The initiative primarily focuses on enhancing opportunities for industrial arts and life skills, along with addressing other school needs.

PUBLIC COMMENT

Tonya Adams and Mark Lektzian inquired about the specifics of the social district.

The first question raised was how the implementation of the social district would affect taxes and costs for downtown businesses. West emphasized that the social district would not increase taxes, as the DDA's funding is generated through Tax Increment Financing. However, participating liquor establishments may incur other costs, such as purchasing stickers and sponsorship opportunities.

Mark Lektzian inquired about how the designated funding for the Farmers Market Square could support the social district. West explained that investments in permanent structures at Farmers Market Square would indirectly benefit the social district. She noted that the DDA Board strives to invest in the property year over year to enhance placemaking efforts and create an inviting space for people to enjoy in the downtown area.

ADJOURNMENT

Motion made by LeDuc, seconded by Becker to adjourn at 9:11 AM ET.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.



GLADSTONE CITY COMMISSION REGULAR MEETING

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

MINUTES

Mayor Pro-Tem Mantela called the meeting to order, Commissioner O'Driscoll gave the Invocation followed by the Pledge of Allegiance.

Clerk Berry called the roll:

PRESENT

Commissioner Judy Akkala
Mayor Pro-Tem Brad Mantela
Commissioner Robert Pontius
Commissioner Steve O'Driscoll

ABSENT - EXCUSED

Mayor Joe Thompson

No public comment received.

Motion made by Commissioner Akkala, Seconded by Commissioner O'Driscoll to approve the consent agenda as presented.

MOTION CARRIED

Motion made by Commissioner O'Driscoll, Seconded by Commissioner Pontius to approve the Downtown Development Authority 2024 Facade Grant Guidelines.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to authorize a subcommittee consisting of the Mayor, DDA Director, the Director of Public Safety and representatives from participating establishments to develop a Maintenance & Management Plan outlining the logistics of the social district and present a final recommendation to the City Commission.

MOTION CARRIED

Motion made by Commissioner O'Driscoll, Seconded by Mayor Pro-Tem Mantela to approve the Request for Disbursement of Funds Draw #31 totaling \$151,484.67 for the Wastewater Upgrades Project.

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Commissioner O'Driscoll to approve the C2AE Amendment Number 01 in an amount totaling \$127,321.00.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to set Budget Work Sessions for Fiscal Year 2025-2026 Proposed Budget on the following dates:

- Wednesday, February 26, 2025 from 5:00 PM - 7:00 PM at Gladstone City Commission Chambers for General Fund and Street Funds.
- Thursday, February 27, 2025 from 5:00 PM - 7:00 PM at Gladstone City Commission Chambers for Utility Funds.
- Tuesday, March 4, 2025 from 5:00 PM - 7:00 PM at Gladstone City Commission Chambers **IF NEEDED**.

MOTION CARRIED

Manager Buckman reported the tubing hill has been open and with the additional snow the hill may be open for skiing. He was on vacation skiing last week, today was first day back.

WPPI Representative, Brett Niemi presented to the Commission the Renewable Energy Plan as required by PA 235.

There being no further business before the Commission, Mayor Pro-Tem adjourned the meeting at 6:47 PM.

Mayor Pro-Tem Brad Mantela

City Clerk Kimberly Berry

GLADSTONE



GLADSTONE ECONOMIC DEVELOPMENT CORPORATION (EDC) REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
September 10, 2024
12:00 PM

MINUTES

CALL TO ORDER: Steve Tackman called the meeting to order at 12:05PM.

1. Roll Call:

Present: Jim Andersen, Kevin Gendron, Dirk Manson, Gary Maynard, Mike Nardi, Steve O'Driscoll, Steve Soderman and Steve Tackman.

Absent: Steve DeLaire-Excused

Motion by Steve O'Driscoll; second by Dirk Manson to move Orange Cat Media-Marketing discussion to the top of the agenda. **MOTION CARRIED**

PUBLIC HEARINGS: None

PUBLIC COMMENT: None

CONFLICTS OF INTEREST: None

CONSENT AGENDA

2. EDC Regular Meeting Minutes of June 11, 2024

Motion by Gary Maynard; second by Kevin Gendron to approve the minutes of June 11, 2024 with the correction noted that Steve Tackman was absent. **MOTION CARRIED**

UNFINISHED BUSINESS

3. Proposed Industrial Park Layout

Eric Buckman reviewed two proposed layouts of the industrial park. These maps were created to help staff with identifying available land for sale and to locate existing businesses for perspective clients. General discussion included the "Union Pacific Railroad" name change and looking into naming rights for Clark Drive East and zoning requirements.

Motion by Jim Andersen; second by Steve O'Driscoll to support layout (B) which provides that Clark Drive goes straight through to Braves Avenue. **MOTION CARRIED**

NEW BUSINESS

4. EDC Marketing initiative W/Orange Cat Media

Patricia West introduced Orange Cat staff, and they reviewed the current activities that are currently being worked on for the City. The EDC has contributed \$1500 towards the efforts and Patricia is seeking input from the EDC on what they want their priorities to be. General discussion covered different possibilities including the website, the industrial park, vacant land, membership and businesses. A subcommittee was formed with Steve O'Driscoll and Steve Soderman to help staff create priorities for the EDC regarding this initiative. Once the sub-committee formulates a plan that will be submitted to the full board.

5. Year to Date Financial Report: Eric Buckman reviewed the year-to-date budget.

Item 7.

6. Land Purchase 8 Robert Hupy Drive

Eric Buckman reviewed a proposal from Daryl Lawrence, owner of Choice Propane for 8 Robert Hupy Drive. The proposal included an offer of \$38,000 for the 2.4 acres and a site plan of proposed activities at that location. The board discussed the property and voiced concerns over the lack of job creation, the frontage to the highway potential for that site, the lack of revenue this sale will create (no substantial build) and the appraisal that was secured for other properties in the park.

Motion by Steve O'Driscoll Second by Gary Maynard to counter offer a sale price of \$50,000 to Mr. Lawrence for that property based on the lack of job creation, low potential for tax/utility revenues and the highway frontage. **MOTION CARRIED**

CITY MANAGER'S REPORT: Eric Buckman talked about the Mike O'Connor petition initiative which would remove the ability of the City to special asses, the pickleball court and the Cabella's Walleye Tournament.

DELTA COUNTY ECONOMIC DEVELOPMENT CORPORATION REPORT

BOARD MEMBER COMMENTS

ADJOURNMENT: Meeting adjourned at 1:20PM

Economic Development Corporation

City of Gladstone
10 N 11th St
Gladstone, MI 49837

2025 Regular Meeting Schedule

The regular meeting schedule for the Gladstone Economic Development Corporation (EDC) Board will occur on the **second Tuesday of each month at 12:00 PM Eastern Time** unless otherwise noted by an asterisk in the **Electric Department Conference Room, 10 N 11th St, Gladstone, MI**.

A schedule of the meeting dates, times, and places shall be set at the first meeting of the EDC in each calendar year.

Date	Time
January 14, 2025 – CANCELLED	12:00 PM ET
<i>*February 18, 2025</i>	12:00 PM ET
March 11, 2025	12:00 PM ET
April 8, 2025	12:00 PM ET
May 13, 2025	12:00 PM ET
June 10, 2025	12:00 PM ET
July 8, 2025	12:00 PM ET
August 12, 2025	12:00 PM ET
September 9, 2025	12:00 PM ET
October 14, 2025	12:00 PM ET
November 11, 2025	12:00 PM ET
December 9, 2025	12:00 PM ET
January 13, 2026	12:00 PM ET

**Meeting deviates from the regular schedule.*

Posted:

GLADSTONE

**City of Gladstone, MI****MEETING TYPE
STAFF REPORT**

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

Agenda Date: February 24, 2025**Eric Buckman, City
Manager:****Department:** DPW**Department Head Name:**

Barry Lund

Presenter: Barry Lund**Kim Berry, City Clerk:**

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

AGENDA ITEM TITLE:Decertification/Vacation of North 11th Street**BACKGROUND:**

To have Gladstone's 2025 annual Act 51 map in order the Gladstone Commission needs to pass a resolution to remove North 11th Street from M-35 going north 259 feet from map. This section of North 11th Street was abandoned when Krist Food Mart was built.

FISCAL EFFECT:

Loss of \$247.00 a year

SUPPORTING DOCUMENTATION:**RECOMMENDATION:**

Approve

**CITY OF GLADSTONE
RESOLUTION 2025-01**

**A RESOLUTION OF THE GLADSTONE CITY COMMISSION APPROVING THE
DECETERIFICATION/VACATION OF A PORTION OF NORTH 11TH STREET**

WHEREAS, under Act 51, the Michigan Department of Transportation requires a municipality to decertify portions of streets that have been vacated.

WHEREAS, the City of Gladstone wishes to decertify/vacate a portion of North 11th Street.

WHEREAS, this decertification/vacation of North 11th Street is located from M-35, going north to end of 11th Street for a total decertification/vacation length of 259 feet.

NOW THEREFORE BE RESOLVED THAT at a regular meeting of the Gladstone City Commission, Gladstone, Michigan, held at the Gladstone City Hall on February 24, 2025, the Gladstone City Commission hereby approved the decertification/vacation of the aforementioned portion of North 11th Street in Gladstone, Michigan.

**ALL RESOLUTION AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH
THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

The Resolution was introduced by Commission _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

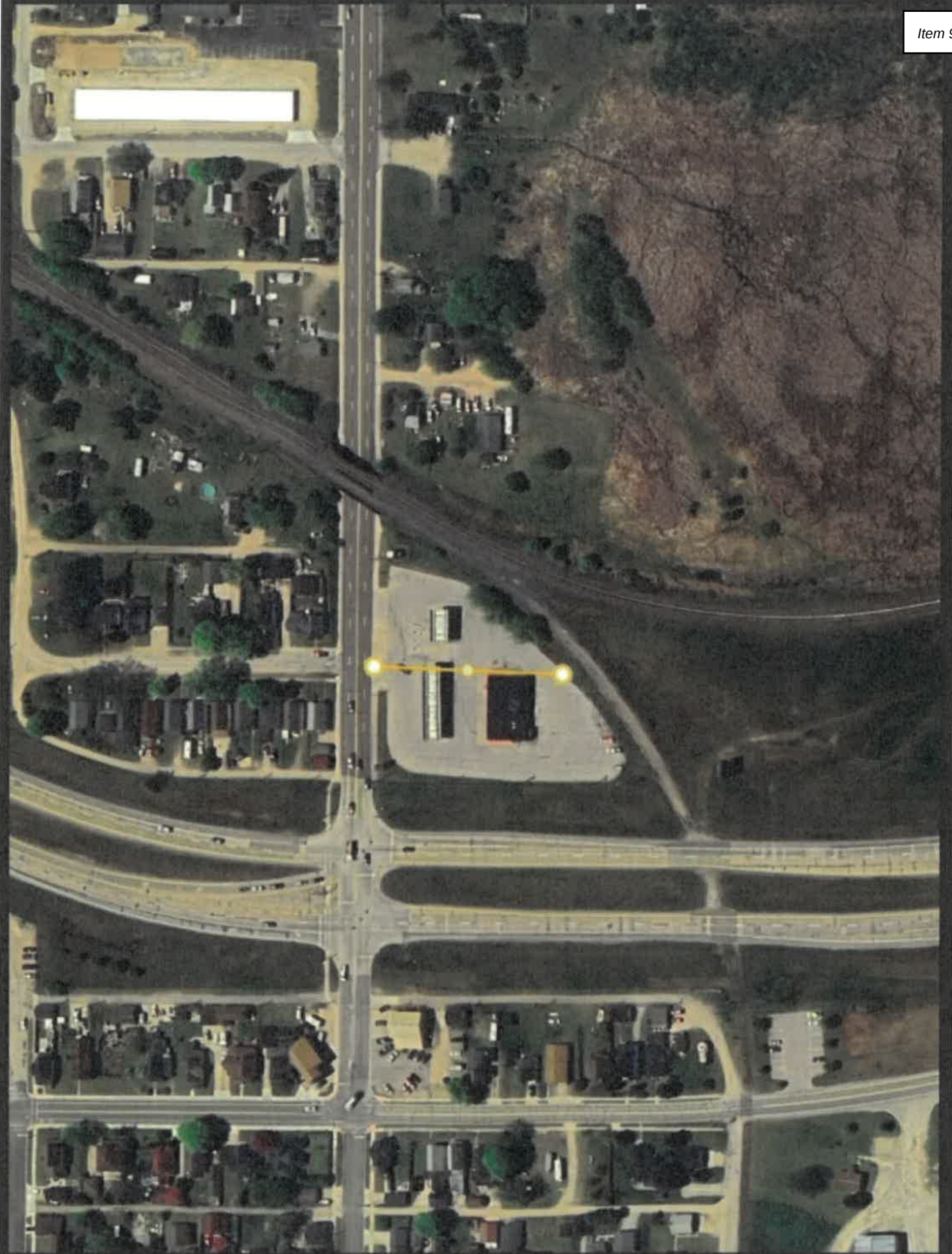
NAYS:

ABSENT:

Kimberly Berry, City Clerk

I hereby certify that the aforementioned is a true and complete copy of the City of Gladstone approved Resolution as adopted by the Gladstone City Commission of the City of Gladstone, County of Delta, State of Michigan at a regular meeting held on February 24, 2025; and that said meeting was conducted and in full compliance with the Open Meetings Act, being Act 267, Public Actos of Michigan, 1976, as amended.

Kimberly Berry, City Clerk





City of Gladstone, MI

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

Staff Report

Agenda Date: 02-24-2025	Eric Buckman, City Manager: _____
Department: Recreation	Department Head Name: _____
Presenter: Eric Buckman	Kim Berry, City Clerk: _____

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

AGENDA ITEM TITLE:

Proposed Special Event – Saunders Point Brewing, LLC Outdoor Street Party

BACKGROUND:

This proposed event is to be held Saturday, June 16, 2025 2-9 PM

Requests of the City are:

- street closure of 10th Street from Delta Avenue to the alley North behind the Rialto Center for a food truck and band.
- Tables & chairs and tent

This application was reviewed by city departments, and no one had any concerns about the event.

FISCAL EFFECT: Unknown

SUPPORTING DOCUMENTATION:

Special Event Permit Application

RECOMMENDATION:

Motion to recommend approval of the Saunders Point Brewing, LLC Outdoor Street Party special event for Saturday, June 16, 2025 from 2-9 PM and authorize the street closure of 10th Street from Delta Avenue to the alley North behind the Rialto Center and provide tables, chairs and tent provided by the City.

From: [Gladstone, MI](#)
To: [Kim Berry](#); [Patricia West](#)
Subject: Webform submission from: Special Event Permit Application
Date: Thursday, January 23, 2025 10:11:18 AM

Submitted on Thu, 01/23/2025 - 10:09 AM

Submitted by: Anonymous

Submitted values are:

Event Sponsor Information

Name of Event Sponsor

Jake Mills

Business

Saunders Point Brewing LLC

Non Profit ID

NA

Address

1000 Delta Avenue
Gladstone, MI, Michigan. 49837

Person in Charge of Activity

Name

Jake Mills

Telephone

[906-280-0518](tel:906-280-0518)

Email

saunderspointbrewing@yahoo.com

Event Information

Event Name

Outdoor Street Party

Event Date & Time

Sat, 06/28/2025 - 16:00

Event Location

1000 Delta Avenue

Will this event take place in the DDA district?

Yes

Please provide a description of the event.

Plan on having an Event at Saunders Point Brewing on Saturday, June 28th and would like to have 10th street closed from Delta Avenue to the alley North behind the Rialto Center. Would like to have this space available from 2-9pm for a food truck and band.

How many participants are you anticipating?

75

Event Set-Up Date & Time

Sat, 06/28/2025 - 14:00

Event Clean-Up Date & Time

Sat, 06/28/2025 - 21:00

Do you have any special requests for this event?

I would like to have the street closed for the event, along with cars removed if possible. It would be nice to have some tables and chairs for the event along with a tent in case of inclement weather. The tent would be set up adjacent to the Rialto Center where the overhead garage door enters the brewery.

Waiver of Liability

Please attach proof of your liability insurance.

[Package Dec Pages.pdf](#)



City of Gladstone, MI

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

Staff Report

Agenda Date: February 24, 2025 Eric Buckman, City Manager: _____

Department: DDA Department Head Name: _____

Presenter: Patricia West Kim Berry, City Clerk: _____

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

AGENDA ITEM TITLE:

2025 Farmers Market Vendor Policies

BACKGROUND:

The DDA approved updates to our Farmers Market Policies for the 2025 season on February 18, 2025.

FISCAL EFFECT:

None

SUPPORTING DOCUMENTATION:

2025 Farmers Market Vendor Policies

RECOMMENDATION:

Motion to approve the updated 2025 Farmers Market Vendor Policies.



CITY OF GLADSTONE FARMERS MARKET

2025 Vendor Policies

Vendor Expectations:

Conduct & Courtesy:

While at the market, vendors are expected to behave courteously with customers, fellow vendors, market staff and volunteers. Vendors should always conduct themselves in a professional manner. All vendors must keep their space clean and attractive. Appropriate dress is required, with clothing in good condition and clean.

Schedule & Cancellations:

Vendors will indicate their expected participation dates on the Farmers Market application. We understand that schedules may change, and we encourage vendors to provide advance notice of any updates or cancellations to assist with market planning.

Any changes to your schedule must be communicated to the Downtown Ambassador by 5:00 PM the evening before the market. If you are unable to attend or need to cancel, please contact Downtown Ambassador Samantha Gaudino at sgaudino@gladstonemi.gov.

Failure to provide notice of cancellation more than twice may result in the loss of your vendor space and forfeiture of fees paid.

Inclement Weather

Participation on market days with severe or inclement weather is at the discretion of the vendors. In cases of weather reports predicting inclement weather, such as high winds, severe thunderstorms, tornado warnings, etc., the Downtown Ambassador reserves the right to cancel the market, at which point the participants will be notified of the closure in a timely manner by email or phone.

Parking:

- Vendors may park at or near the market site to load and unload. Vehicles should be moved during market hours to allow for customer parking. No vehicles larger than a car/pickup truck without a trailer are allowed to park in the City Public Parking lot next to 911 Delta Ave.
- No vehicle may obstruct the public parking lot, street, or alley at any time.
- Wagons are available to load and unload market items.
- Parking is available within the Bay Bank Parking Lot for vehicles no larger than a car/pickup truck without a trailer.

Setup & Clean-Up:

Vendors are responsible for the setup and cleanup of their market space. Setup may begin no earlier than 1:30 PM, and early sales are strictly prohibited. Seasonal spaces will be assigned on a first-come, first-served basis, starting with each vendor's first market of the season, with booth assignments emailed by the Downtown Ambassador on the morning of each market. As part of the vendor fee, the Gladstone Farmers Market will provide one table and two chairs per booth, which will be set up before 1:30 PM unless unforeseen circumstances arise with the concierge staff.

Early Departures:

Vendors leaving the market before closing time is disruptive and discouraging to other vendors and customers. The Gladstone Farmers Market is conducted as a business and vendors are expected to operate during posted opening and closing times.

Media:

By applying to the Gladstone Farmers Market, you consent to having your booth and products photographed by market staff for promotional purposes. However, vendors reserve the right to decline being photographed, interviewed, or otherwise recorded by journalists, photographers, tourists, and media at their own discretion.

Product Criteria:

Entry to market will be limited to vendors who grow/harvest food, produce and handcraft items in Delta, Marquette, Dickinson, Menominee, Alger, Schoolcraft, and Iron Counties of Michigan. All decisions made by the Downtown Ambassador are final.

Agriculture Products:

All agricultural products sold must be germinated, grown, raised, or gathered by the vendor. **NO RESALE OF PRODUCTS WILL BE PERMITTED.**

All farmers/growers must provide the following information to consumers:

- Name of the farm(s) that produced the product
- The location of the farm
- All signage required by the Michigan Department of Agriculture and alternative payment programs (ex. Food as Medicine)
- Clearly marked prices
- Sellers of perennial plants are required to provide a copy of their current license to the Farmers Market Coordinator obtained from the State of Michigan Department of Agriculture at least one week prior to their first market of the season

Processed Food:

If you are selling any type of processed food, you must be able to abide by all Cottage Food Industry laws for the State of Michigan and/or attach a copy of your commercial food-processing licenses as applicable to your application. It is the sole responsibility of vendors to read and understand the Cottage Food Industry Laws, which can be found on the State of Michigan website.

- Prohibited or improperly labeled food must be immediately removed from the vendor's booth.

- Failure to comply will lead to dismissal from the City of Gladstone Farmers Market and loss of vendor fees.

Market Square Policies:

Dogs:

Dogs are not permitted at the market.

Smoking:

No smoking is permitted within the perimeter of the market by vendors or customers. This policy is strictly enforced.

Application Procedures

All prospective vendors must submit a City of Gladstone Farmers Market application. Your application must also be approved prior to your first market attendance, as the Gladstone Farmers Market does not accommodate same day vendors.

Product Declarations:

Vendors must submit a list of products they intend to sell on the vendor application. If the vendor wishes to add to the list throughout the season, they must submit the addition to the Downtown Ambassador in writing to be added to their file.

The City of Gladstone Farmers Market does not offer exclusive rights to any one vendor to sell any one product. Customers generally benefit from having a choice. However, if there are vendors on the waiting list and the same or similar products are excessive, duplicate products may be denied entry at the discretion of the Downtown Ambassador.

Vendor Fees

The vendor fee shall be paid no later than your first market attendance.

Concerns or Disputes:

The Downtown Ambassador reserves the right to inspect the growing operations of any vendor to ensure compliance with the market policies.

The Downtown Ambassador may deny or restrict any vendor or vendor representative's access to the market for failure to follow state or local laws, food assistance program requirements, or vendor policies for the Gladstone Farmers Market.

Vendors who violate any of the above will be given a verbal warning on the first offense, a written warning on the second offense, and their vendor placement will be revoked on the third offense. Depending on the severity of the violation, vendor placement may be revoked at the Downtown Ambassador's discretion without previous warning.

Problems, concerns, or feedback shall be directed to the Downtown Ambassador (Samantha Gaudino: sgaudino@gladstonemi.gov). Any grievance that cannot be resolved may be submitted in writing to the City of Gladstone DDA Director for consideration.



City of Gladstone, MI

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

Staff Report

Agenda Date: 02-24-2025	Darcy Long, City Manager: _____
Department: Planning Comm	Department Head Name: _____
Presenter: City Commission	Kim Berry, City Clerk: _____

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

AGENDA ITEM TITLE: Gladstone Planning Commission Letters of Resignation

BACKGROUND:

Mr. Dave Woodworth (letter) and Mr. Tom Butch (verbal) have resigned from the Gladstone Planning Commission.

Mr. Dave Woodworth appointed 10-01-1998

Mr. Tom Butch appointed 11-28-2016

This creates two vacancies with a term expiration of October 2025 and October 2027.

At a previous meeting Mr. Alger Strom resignation was placed on file but his appointment date was not noted. His appointment date was 08-28-2000.

FISCAL EFFECT: None

SUPPORTING DOCUMENTATION:

RECOMMENDATION:

Motion to place both resignations on file from Mr. Dave Woodworth and Mr. Tom Butch from the Gladstone Planning Commission.

2500 South Hill Road
Gladstone, Michigan 49837
February 5, 2025

Mr. Joe Thompson, Mayor
City of Gladstone
1100 Delta Avenue
Gladstone, Michigan 49837

Dear Mayor Thompson:

After more than 31 years, I am resigning from the Planning Commission effective immediately. It has been a most rewarding privilege to serve on the commission. The city staff has been excellent to work with and the and the City Commission very supportive. But now it is time for me to step aside for younger people to become active in our planning.

Thank you.

Sincerely

A handwritten signature in blue ink, appearing to read "D A Woodworth".

David A. Woodworth

Copy to Renee Barron



City of Gladstone, MI

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

Staff Report

Agenda Date: 02-24-2025 Eric Buckman, City Manager: _____
 Department: Planning Commission Department Head Name: _____
 Presenter: Mayor Thompson Kim Berry, City Clerk: _____

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

AGENDA ITEM TITLE:

Planning Commission Appointment – Mr. Samuel Hewitt, Mr. Michael Kennedy, and Mr. Nicholas Nastoff

BACKGROUND:

As recommended by the Gladstone Planning Commission to appoint the following:

Mr. Samuel Hewitt term expiration of October 1, 2025

Mr. Michael Kennedy and Mr. Nicholas Nastoff term expiration of October 1, 2027

FISCAL EFFECT:

None

SUPPORTING DOCUMENTATION:

Applications

RECOMMENDATION:

Motion to appoint Mr. Samuel Hewitt with a term expiration of October 1, 2025, Mr. Michael Kennedy and Mr. Nicholas Nastoff with term expirations of October 1, 2027 to the Gladstone Planning Commission.



APPLICATION FORM

GLADSTONE CITY BOARDS AND COMMITTEES

Please use this form to express your interest in serving on a particular board/committee or commission. You may attach additional material if you wish. For information on vacancies and board/committee bylaws, please visit www.gladstonemi.org, call 906-428-2311 or e-mail kberry@gladstonemi.org. Please note that applications are kept on file for six months. The Gladstone City Commission makes appointments to City Boards at their regular meetings as vacancies occur. Completed applications are public documents and are subject to the Michigan Freedom of Information Act.

Eligibility Requirements:

Are you a registered voter in the City of Gladstone?*

Yes ☒ No ☐

Have you been a City resident for at least 12 months?

Yes ☒ No ☐

Are you currently in default to the City of Gladstone?

Yes ☐ No ☒

Are you related to any elected City Commissioner (including by marriage)?

Yes ☐ No ☒

*According to the City Charter, each member appointed by the City Commission shall be a qualified and registered elector of the city on such day and throughout the member's tenure of office.

Name of City Board or Committee: If applying for more than one board/committee, please list order of preference:

1) PLANNING COMMISSION

2) _____

3) _____

Applicant Name as it Appears on License: SAMUEL LEE HEWITT

Driver's License Number: _____

Home Address: 615 WISCONSIN AVE Phone: 906-553-2060

Occupation: PRESIDENT/CO-OWNER Business: 3 BROTHERS LAWN AND SNOW, LLC

Business Address: 615 WISCONSIN AVE Phone: 906-553-2060

E-Mail Address: 3brotherslawnandsnow@gmail.com

Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.

(over)

Education/Credentials: HS DIPLOMA-GHS-2009; TECH CERT. - NATTC -2011;
LCI LEAN/SIX SIGMA GREEN BELT-D.O.D. -2014

Professional activities that relate to this board/committee: _____

Community activities that relate to this board/committee: _____

Why are you interested in serving on this board/committee? I PLAN ON LIVING IN
GLADSTONE ANOTHER 50+ YEARS, AND I BELIEVE MY OPEN-MINDED
OPTIMISM SHOULD BE PUT TO USE SOONER THAN LATER.

What talents or experience would you bring to the board/committee? _____

BOARD SECRETARY - REMINGTON POINT HOA - FORT WORTH, TX - 2015

Any other comments or information you wish to provide to the Mayor and City Commissioners? _____

Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a member of a City advisory board or committee? Yes ☐ No ☒

Appointed members are expected to attend all meetings of the board/committee. A member who misses more than 3 consecutive meetings or 1/3 of all meetings will tender their resignation to the board/committee chair. Are you aware of the meeting schedule and are you available to attend regularly scheduled meetings? Yes ☒ No ☐

Signature

Date

12/09/2024

I certify that there are no misrepresentations, omissions or falsifications on this application and by signing this application I give consent to the City to conduct a background check to verify the information I have provided.

Please return this form with any attachments to:
 kberry@gladstonemi.org; fax to: 906-428-3122; or mail to: City Clerk's
 Office, Gladstone City Hall, Gladstone, MI 49837.

Thank you for your interest in serving as a volunteer board or committee member. Your willingness to serve is greatly appreciated.

PC

Item 13.

Renée Barron

From: 3 Brothers Lawn & Snow <3brotherslawnandsnow@gmail.com>
Sent: Monday, December 9, 2024 6:45 AM
To: Kim Berry
Cc: Renée Barron
Subject: Planning Commission Application
Attachments: Hewitt, Sam-Planning comm app.pdf

Good morning and Happy Monday!

I attached my application for the Planning Commission vacancy. Although I have no education or experience in zoning, I believe my wide range of other experiences may be useful, as I do my best to sponge the wisdom and experience of the current commissioners.

As you will see in the attached .pdf, my penmanship also lacks experience and education, but improves slightly after lunch time.

Thanks for taking the time to review my application!

--

Sam Hewitt
President/Co-Owner,
3 Brothers Lawn & Snow, LLC
(906) 553 2060



APPLICATION FORM

GLADSTONE CITY BOARDS AND COMMITTEES

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Eligibility Requirements:

Are you a registered voter in the City of Gladstone? *

Yes ☒ No ☐

Have you been a City resident for at least 12 months?

Yes ☒ No ☐

Are you currently in default to the City of Gladstone?

Yes ☐ No ☒

Are you related to any elected City Commissioner (including by marriage)?

Yes ☐ No ☒

*According to the City Charter, each member appointed by the City Commission shall be a qualified and registered elector of the city on such day and throughout the member's tenure of office.

Name of City Board or Committee: If applying for more than one board/committee, please list order of preference:

1) Planning Commission

2) _____

3) _____

Applicant Name as it Appears on License: Nicolas Paul Nastoff

Driver's License Number: _____

Home Address: 12 Mulberry Cir Phone: 906-280-4699

Occupation: Loan Officer Business: Baybank

Business Address: 104 S 10th St, Gladstone, MI 49837 Phone: 906-428-4040

E-Mail Address: nick@nastoff.com

Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.

N/A

(over)

Education/Credentials: Bachelor's Degree - Accounting - Lake Superior State University; Associates Degree - Business Administration - Bay College

Professional activities that relate to this board/committee: Mortgage/home lending - zoning is a factor in every file when reviewing the appraisal and investor guidelines. I've been in banking for 11 years.

Community activities that relate to this board/committee: None that relate, but certainly willing to participate.

Why are you interested in serving on this board/committee? I'd like to become more involved in our community. I also think having more knowledge and experience as it relates to zoning/planning will assist me in my profession.

What talents or experience would you bring to the board/committee? Mild zoning related experience, high attention to detail, and my overall educational/professional background in finance/business management.

Any other comments or information you wish to provide to the Mayor and City Commissioners?

Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a member of a City advisory board or committee? Yes ☐ No ☒

Appointed members are expected to attend all meetings of the board/committee. A member who misses more than 3 consecutive meetings or 1/3 of all meetings will tender their resignation to the board/committee chair. Are you aware of the meeting schedule and are you available to attend regularly scheduled meetings? Yes ☒ No ☐

Signature  Date 12/4/24

I certify that there are no misrepresentations, omissions or falsifications on this application and by signing this application I give consent to the City to conduct a background check to verify the information I have provided.

Please return this form with any attachments to:
kberry@gladstonemi.org; fax to: 906-428-3122; or mail to: City Clerk's
Office, Gladstone City Hall, Gladstone, MI 49837.
Thank you for your interest in serving as a volunteer board or committee member. Your willingness to serve is greatly appreciated.

07-10-2015



APPLICATION FORM GLADSTONE CITY BOARDS AND COMMITTEES

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Eligibility Requirements:

Are you a registered voter in the City of Gladstone?*

Yes ☒ No ☐

Have you been a City resident for at least 12 months?

Yes ☒ No ☐

Are you currently in default to the City of Gladstone?

Yes ☐ No ☒

Are you related to any elected City Commissioner (including by marriage)?

Yes ☐ No ☒

*According to the City Charter, each member appointed by the City Commission shall be a qualified and registered elector of the city on such day and throughout the member's tenure of office.

Name of City Board or Committee: If applying for more than one board/committee, please list order of preference:

- 1) Planning Commission
- 2) _____
- 3) _____

Applicant Name as it Appears on License: Michael F. Kennedy

Driver's License Number: _____

Home Address: 1014 Superior Ave Phone: 906.398.9873

Occupation: Retired Business: _____

Business Address: N/A Phone: _____

E-Mail Address: MKennedy6801@gmail.com

Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.

Snowmobile Club
Sons of American Legion

(over)

Education/Credentials: Lineman / Electrical Superintendent

Professional activities that relate to this board/committee:

Served many years as an electrical Lineman, then served last few years as department head.

Community activities that relate to this board/committee:

work with the U.P. Snow Flyers Club, assist with downtown events like old fashion Christmas, American Legion events

Why are you interested in serving on this board/committee?

Help to provide direction for future growth, interested in developments & how they occur & I have lived in this community for over 30 years & have a vested interest in the communities well being.

What talents or experience would you bring to the board/committee?

Many years of service to the community both professional & personal. Many years of attending city meetings & understanding how the direction of the city & working to improve the community.

Any other comments or information you wish to provide to the Mayor and City Commissioners?

Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a member of a City advisory board or committee? Yes ☐ No ☒

Appointed members are expected to attend all meetings of the board/committee. A member who misses more than 3 consecutive meetings or 1/3 of all meetings will tender their resignation to the board/committee chair. Are you aware of the meeting schedule and are you available to attend regularly scheduled meetings? Yes ☒ No ☐

Michael F. Gump

Signature

1/28/2026

Date

I certify that there are no misrepresentations, omissions or falsifications on this application and by signing this application I give consent to the City to conduct a background check to verify the information I have provided.

Please return this form with any attachments to:
kberry@gladstonemi.org; fax to: 906-428-3122; or mail to: City Clerk's
Office, Gladstone City Hall, Gladstone, MI 49837.

Thank you for your interest in serving as a volunteer board or committee member. Your willingness to serve is greatly appreciated.

GLADSTONE

**City of Gladstone, MI****MEETING TYPE
STAFF REPORT**

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

Agenda Date: February 24, 2025**Eric Buckman, City
Manager:****Department:** All**Department Head Name:**

Eric Buckman

Presenter: Eric Buckman**Kim Berry, City Clerk:**

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

AGENDA ITEM TITLE: Reschedule Budget Work Sessions for Fiscal Year 2025-2026 Proposed Budget**BACKGROUND:**

Reschedule dates:

Tuesday, March 4, 2025, 5-7 PM--Review FY 24-25 Year End, Present Proposed FY 25-26 General Fund and Street Funds

Wednesday, March 5, 2025, 5-7 PM--Review FY23-24 Year End, Present Proposed FY 25-26 Utility Funds

Thursday, March 6, 2025, 5-7 PM--If needed.

FISCAL EFFECT:**SUPPORTING DOCUMENTATION:****RECOMMENDATION:**

Motion to reschedule the budget work sessions for FY 2025-2026 proposed budget to:
Tuesday, March 4, 2025, 5-7 PM--Review FY 24-25 Year End, Present Proposed FY 25-26 General Fund and Street Funds

Wednesday, March 5, 2025, 5-7 PM--Review FY23-24 Year End, Present Proposed FY 25-26 Utility Funds

Thursday, March 6, 2025, 5-7 PM--If needed.



City of Gladstone, MI

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

Item 15.

Staff Report

Agenda Date: 02-24-2025 Eric Buckman, City Manager: _____
Department: City Commission Department Head Name: _____
Presenter: Kim Berry Kim Berry, City Clerk: _____

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

AGENDA ITEM TITLE: Amendment to the Gladstone Personnel Policy – Earned Sick Time Act (ESTA)

BACKGROUND:

Effective February 21, 2025, the Earned Sick Time Act (ESTA) goes into effect in Michigan.

The City of Gladstone is subject to this Act regarding part-time employees and must update the Gladstone Personnel Policy accordingly. On January 23, 2025, the House passed HB 4001 and HB 4002, but no further action occurred at that time. On February 14, 2025, the Senate passed SB 15.

Currently, the House and Senate have agreed that the Senate’s bill will be “tie-barred” to the House’s bill, meaning neither bill can pass independently. As a result, we are awaiting further legislative action.

While a full update of the City’s Personnel Policy is still in progress, I recommend that the Commission approve an amendment at this time to acknowledge ESTA compliance. If further legislative changes occur, we will address them as needed—ideally, within the comprehensive Personnel Policy update when it is ready for your approval.

FISCAL EFFECT:

SUPPORTING DOCUMENTATION:

RECOMMENDATION:

Motion to approve amendment to the Gladstone Personnel Policy to ensure compliance with the Earned Sick Time Act (ESTA).