



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue

December 23, 2024

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.](#) Housing Commission Special Meeting Minutes of September 3, 2024
- [5.](#) Housing Commission Regular Meeting Minutes of October 1, 2024
- [6.](#) Housing Commission Special Meeting Minutes of November 12, 2024
- [7.](#) DDA Regular Meeting Minutes - November 19, 2024
- [8.](#) Gladstone City Commission Regular Meeting Minutes of December 9, 2024

UNFINISHED BUSINESS

NEW BUSINESS

- [9.](#) American Rescue Plan Act Monies - Resolution No. 2024-08

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: 12-19-2020

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

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

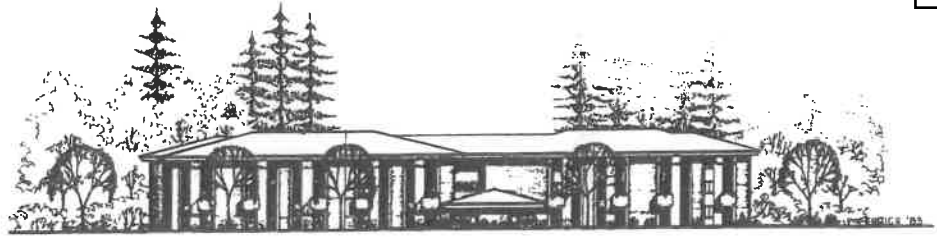
A. Public Comment / Public Hearings

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 HOUSING COMMISSION

217 DAKOTA AVENUE



GLADSTONE, MICHIGAN 49837

(906) 428-2215

MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 3, 2024

Commission President Waeghe called the meeting to order at 7:00 p.m., September 3, 2024. A roll call of commissioners was made with the following results:

Present: Pres. Waeghe, Comm. Bosk, Comm. Chapman, Comm. Maki, Comm. Kaminen.

Absent: None

Secretary and Executive Director Michael Lindahl was also in attendance.

The Commission discussed the Needs Assessment for Fairview supplied by the Architect and the need to remove and replace the building. The amount of monies needed to fix the building far exceeds the funding available for the building. So, no funding sources are available to repair the building for its total needs. Section 202 funding is the best source of funding to replace the building however that funding has not yet been released and time frame has not been given. Section 18 is the best source to remove the building and continue to receive funding while trying to find funding sources. It also opens other programs to fund smaller projects on the site. If we choose not to use Section 18. We can start taking units off line and close the building units that need the most repair, until funding sources can be found to replace or fix the building. However, if we choose to do it that way, we will lose funding for the units and come to the point where expenses will exceed income.

Several residents were in attendance and asked many questions about the process of section 18. They requested an exact time line for the possible closing of the building and details of how they would be moved. They were told that this is just the start of the process and would be a multiple years long process and requires HUD approval. That it would take 6 to 18 months to close the building after HUD approval and HUD would have to approve the Relocation Plan for the residents.

The Commission discussed starting the Section 18 process and sending a letter to the City of Gladstone informing them of the process. The Commission directed the Executive Director to act on behalf of the Commission to sign documents related to the Section 18 process.

A motion was made by Comm. Kaminen and supported by Comm. Bosk to start the Section 18 process and to give the Executive Director authority to act on behalf of the Commission and to sign documents related to the Section 18 process.

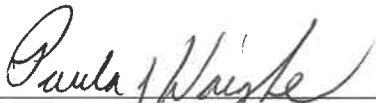
Ayes: Pres. Waeghe, Comm. Bosk, Comm. Maki, Comm. Kaminen, Comm. Chapman.

Nays: None, motion passed.

There being no further business to come before the Commission, Pres. Waeghe moved to adjourn at approximately 7: 58 p.m. Comm. Bosk seconded the motion.

Ayes: Pres. Waeghe Comm. Bosk, Comm. Chapman, Comm. Maki, Comm. Kaminen.

Nays: None, motion passed. Meeting adjourned.

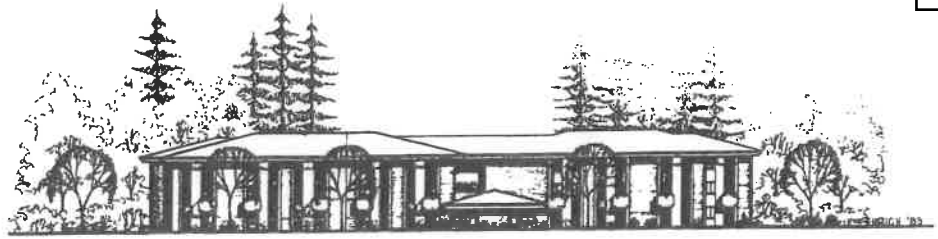


Paula Waeghe, President

Michael Lindahl, Secretary

GLADSTONE HOUSING COMMISSION

217 DAKOTA AVENUE



GLADSTONE, MICHIGAN 49837

(906) 428-2215

MINUTES OF THE ANNUAL MEETING OF OCTOBER 1, 2024

Commission President Waeghe called the meeting to order at 7:00 p.m., October 1, 2024. A roll call of commissioners was made with the following results:

Present: Pres. Waeghe, Comm. Kaminen, Comm. Maki, Comm. Chapman, Comm. Bosk.

Absent: None

Also, in attendance was Executive Director and Secretary, Michael Lindahl.

Commission President Waeghe then turned the meeting over to the Secretary to conduct the election of Officers for the New Year.

The nominations for President of the Commission were opened and Comm. Maki nominated Comm. Waeghe, supported by Comm. Chapman. After hearing no other nominations for President, Comm. Bosk moved to close the nominations for President of the Commission and to elect Comm. Waeghe for that post by acclamation. Motion was supported by Comm. Maki and passed. Comm. Waeghe was then elected by acclamation.

Ayes: Comm. Maki, Comm. Chapman, Comm. Kaminen, Comm. Bosk. Comm Waeghe.

Nays: None, motion passed.

The nominations for Vice President of the Commission were opened and Comm. Bosk nominated Comm. Maki for Vice President supported by Comm. Waeghe. After hearing no other nominations for Vice President, Comm. Bosk moved to close the nominations for Vice President and to elect Comm. Maki for that post by acclamation. Motion was supported by Comm. Chapman and passed. Comm. Maki was then elected by acclamation.

Ayes: Comm. Waeghe. Comm. Bosk, Comm. Chapman, Comm. Kaminen, Comm Maki.

Nays: None, motion passed.

The meeting was then reopened for business with Commission President Waeghe presiding.

A motion was made by Pres. Waeghe and supported by Comm. Bosk, to approve the minutes of the Regular Meeting of June 4, 2024 and Special Meeting of September 3, 2024 as submitted.

Ayes: Pres. Waeghe, Comm. Kaminen, Comm. Chapman, Comm. Maki, Comm. Bosk.

Nays: None, motion passed.

The listing of bills and expenses was reviewed and discussed. A motion was made by Comm. Bosk and supported by Pres. Waeghe that the bills and expenses be paid as submitted.

Ayes: Pres. Waeghe, Comm. Kaminen, Comm. Chapman, Comm. Maki, Comm. Bosk.

Nays: None, motion passed.

The Commission was informed of 8 vacancies in Fairview.

The Commission was updated for 202 grant funding, tax credit funding and the HUD Section 18 process. They also discussed the future of Fairview if funding cannot be obtained.

The Commission reviewed the Proposed 2025 Fair Market Rent for Delta County. The rates are \$711 for 1 bed room and \$933 for a 2 bedroom. HUD requires that flat rents be at least 80% of fair market rent for Fairview, which is \$569 for a 1 bedroom and \$747 for a 2 bedroom. A motion was made by Comm. Maki and supported by Comm. Bosk that the new Flat Rent for a 1 bedroom will be \$569 and for a 2 bedroom will be \$747. The new flat rents will take effective January 1, 2025.

Ayes: Pres. Waeghe, Comm. Kaminen, Comm. Chapman, Comm. Maki, Comm. Bosk.

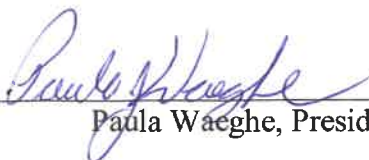
Nays: None, motion passed.

There was public comment made about a bed headboard next to the garbage area that had been sitting there for over a month. We should keep the outside of the building looking good so people would want to rent from the Commission. The Executive Director agreed said he would get staff on it.

There being no further business to come before the Commission, Comm. Bosk, moved to adjourn at approximately 7:45 p.m. Comm. Chapman seconded the motion.

Ayes: Pres. Waeghe, Comm. Maki, Comm. Kaminen, Comm. Chapman, Comm. Bosk.

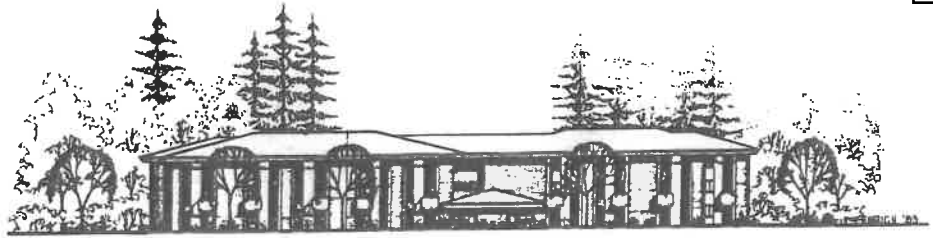
Nays: None, motion passed. Meeting adjourned.


Paula Waeghe, President


Michael Lindahl, Secretary

GLADSTONE HOUSING COMMISSION

217 DAKOTA AVENUE



GLADSTONE, MICHIGAN 49837

(906) 428-2215

MINUTES OF THE SPECIAL MEETING OF NOVEMBER 12, 2024

Commission President Waeghe called the meeting to order at 6:00 p.m., November 12, 2024. A roll call of commissioners was made with the following results:

Present: Pres. Waeghe, Comm. Bosk, Comm. Chapman, Comm. Kaminen.

Absent: Comm. Maki

Secretary and Executive Director Michael Lindahl was also in attendance.

The Commission discussed the Section 18 letter dated September 4, 2024, sent to the Gladstone City Commission informing them of the process. The Executive Director has not been able to confirm that any of the City Commission Members have received the letter or the information packet hand delivered to the City on September 4, 2024. Attempts have been made to confirm that the City Commission has been given the information. That question has gone unanswered by the City Manager. The Executive Director was sent a letter by the City Manager dated October 15, 2024. That letter was discussed. The Commission feels that a member of the commission should be a part of the process with the City. Commissioner Maki had indicated that he would be willing to be part of the process. The Executive Director was instructed to e-mail the Section 18 letter and packet directly to the Mayor.

A motion was made by Comm. Chapman and supported by Comm. Bosk to authorize Commissioner Maki to be part of the process and to speak on behalf of the Housing Commission, along with the Executive Director.

Ayes: Pres. Waeghe, Comm. Bosk, Comm. Kaminen, Comm. Chapman.

Nays: None, motion passed.

There being no further business to come before the Commission, Pres. Waeghe moved to adjourn at approximately 6:20 p.m. Comm. Chapman seconded the motion.

Ayes: Pres. Waeghe Comm. Bosk, Comm. Chapman, Comm. Kaminen.

Nays: None, motion passed. Meeting adjourned.



Paula Waeghe, President



Michael Lindahl, Secretary



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY

City Hall Chambers – 1100 Delta Avenue

November 19, 2024

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
Joe Thompson	Jason Lippens
Daniel Becker	Robert LeDuc (Excused)
Jacob Taylor	
Jay Bostwick	
Kyle Closs	
Melissa Silta (Arrived at 8:23 AM)	
Nathan Neumeier (Arrived at 8:17 AM)	

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. Regular Meeting Minutes - October 15, 2024

Motion made by Closs, seconded by Becker to approve the Regular Meeting Minutes from October 15, 2024.

Voting Yea: Thompson, Becker, Taylor, Bostwick, Closs, Silta, Neumeier

MOTION CARRIED.

FINANCIALS

3. October Revenue & Expenditure Report

DDA Director, Patricia West, provided an overview of the October financials. Community Development Director, Renee Barron, pointed out that the passage of the two Delta County millages will impact our TIF Capture.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

4. 2024 Facade Grant Applications

The DDA board reviewed all four applications received during the 2024 facade grant round. The facade grant subcommittee provided comments on each application to the board, referencing the scoring rubric they used during the review process.

Item 7.

The scoring rubric included the questions below:

- How well does the project fit the definition of "facade" or "public entrance due to parking in the rear of the building"?
- Does this project go beyond routine maintenance to provide a substantial facade improvement/enhancement?
- How would you describe the visual impact of the project on Gladstone's downtown?
- How likely is this project to increase foot traffic or economic activity in the downtown area?
- How well-designed is the project, and does it use high-quality, durable materials?
- To what extent does the project preserve or enhance the building's historic character?
- Has the applicant provided a thorough application?
- What is your confidence in the project?

A note was made to include placemaking elements to the program guidelines. The recipient(s) will have until the first of the year to accept the award. If applicants decline the award, the board will be notified to determine how to reissue that funding to another project. If the recipient proposes changes to the project that differ from what the award was granted on, that request will need to go back to the DDA Board for approval.

Motion made by Bostwick, seconded by Neumeier to amend the budgeted expenses from \$25,000 to \$37,500, with revenue modifications to allow for a property owner match in adherence to the program guidelines to fund the following projects:

- **709 Delta Ave:** \$30,000.00
- **1016 Delta Ave:** \$5,000.00
- **20 S 10th St:** \$2,500.00

Voting Yea: Thompson, Becker, Taylor, Bostwick, Closs, Silta, Neumeier

MOTION CARRIED.

CITY COMMENTS & REPORTS

5. Downtown Social District

DDA Director, Patricia West, met with the Executive Director of the Marquette DDA to discuss their experience implementing a social district. This initiative will be included in the 2024 Informational Meetings given in December, at which point the City Commission will be informed of the project.

Patricia West plans to put together preliminary plans to propose to the DDA Board, including boundaries, district hours, policies, etc. over the winter months.

6. Holiday Home Decorating Contest

WPPI is sponsoring a holiday home decorating contest within the city limits. The judges will include Jay Bostwick (DDA Representative), Eric Buckman (City Manager), and Cathy Sjoquist (Resident).

7. North Shore Development

Community Development Director, Renee Barron, and City Manager, Eric Buckman, provided an update on their correspondence with the prospective developer for the North Shore.

Item 7.

The Hannahville 2% grant has helped reimburse some of the soft costs associated with pursuit of a sale (surveying, etc.).

8. Old-Fashioned Christmas Updates

Event Contractor, Shelly Claycomb, and Downtown Ambassador, Samantha Gaudino, have an excellent grasp on the planning, and Patricia West is optimistic it will be another successful event.

9. Receipt of Community Foundation Grant

The Community Foundation generously awarded the Gladstone DDA \$2,000 in funding for wind sails at the Farmers Market Square. This funding requires a 1:1 match from our board.

10. Special Assessment Updates

City Manager, Eric Buckman, provided an overview of the impact of the passing of the special assessment proposal in the most recent election. This has resulted in over a half a million-dollar loss in revenue to the City of Gladstone, which city staff will need to account for in the next budget cycle. The most significant impact on the budget will hit the street fund.

The Gladstone DDA is currently committed to paying the 9th street bond payment until the 2033-2034 fiscal year. The DDA covered 59.9% of the total \$5,683,402 project costs, equating to about \$3.4 million dollars.

11. Upcoming 2024 Information Meeting Presentations

Tax Increment Financing (TIF) requires the DDA to provide two informational meetings each calendar year. These meetings are scheduled for the dates below:

- **Monday, December 9th @ 6:00 PM** - City Commission Regular Meeting
- **Tuesday, December 17th @ 8:15 AM** - DDA Regular Meeting

12. Vacancies on the Planning Commission

Board members were asked to consider applying or sharing the volunteer opportunity to fill the board vacancies on the Gladstone Planning Commission.

BOARD COMMENTS & REPORTS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Motion made by Closs, Seconded by Neumeier to adjourn at 9:20 AM ET.

Voting Yea: Thompson, Becker, Taylor, Bostwick, Closs, Silta, Neumeier

MOTION CARRIED.



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue

December 09, 2024

6:00 PM

MINUTES

Mayor Pro-Tem Mantela called the meeting to order, provided 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

ABSENT - EXCUSED

Mayor Joe Thompson

Commissioner Steve O'Driscoll

No public was present to give comments.

Motion made by Commissioner Akkala, Seconded by Commissioner Pontius to approve the consent agenda as presented and the Planning Commission August minutes.

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Commissioner Pontius to approve the Social Media & Website Policy effective January 1, 2025.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to approve the police cruiser upfitting bid from Mark Wilk in the amount of \$7,783.40.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Pontius to approve the Flygt-Xylem in the amount of \$27,562.00 for the Wastewater East End Lift Station Pump Replacement Bid.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Pontius to approve the request for disbursement of funds Draw #29 totaling \$135,600.00 for Wastewater Upgrades Project.

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Mayor Pro-Tem Mantela to approve and authorize Manager Eric Buckman to sign the MERS Health Care Savings Program Participation Agreement and Contribution Addendum for the City of Gladstone Supervisors hired before 03/31/2018 (Division # 301648) , Contribution Addendum for City of Gladstone Director of Parks and Recreation (Division # 300797), Participation Agreement for City of Gladstone Treasurer, Director of Parks & Recreation, Director of Community Development, Electrical Superintendent and Contribution Addendum for Treasurer and Electrical Superintendents (Division # 300797) and Contribution Addendum for City of Gladstone Director of Community Development (Division #300797).

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to authorize staff to determine a fair market value and initiate process to list the City owned property in Escanaba Township (parcel # 007-111-019-00, 007-114-002-00 and 007-111-019-00).

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Mayor Pro-Tem Mantela to approve the 2025 City Commission Regular Meeting Schedule as follows:

**GLADSTONE CITY COMMISSION
2025 REGULAR MEETING SCHEDULE**

All meetings begin at 6:00 PM and are held at Gladstone City Hall
1100 Delta Avenue, Gladstone, MI. 49837

January 13, 2025	
January 27, 2025	
February 10, 2025	
February 24, 2025	
March 10, 2025	
March 24, 2025	
April 14, 2025	
April 28, 2025	
May 12, 2025	
May 26, 2025	Memorial Day
June 9, 2025	
June 23, 2025	
July 14, 2025	
July 28, 2025	
August 11, 2025	
August 25, 2025	
September 8, 2025	
September 22, 2025	
October 13, 2025	
October 27, 2025	
November 10, 2025	
November 24, 2025	
December 8, 2025	
December 29, 2025	

Agenda Packets and Minutes are available on the city's website www.gladstonemi.gov
City Commission meetings are live streamed on City Youtube channel

Kim Berry, City Clerk

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Mayor Pro-Tem Mantela to place Parks & Recreation Board Member Jeremy Cook's letter of resignation on record with regret and thank you for your service.

MOTION CARRIED

Manager Eric Buckman commented on the following:

- No meetings in the last two weeks!
- Researched the names and addresses of people on the Jones property deed and the letter will go out this week to all of them.
- Working with Contractor Jerry Hebert and Community Development Director Renee Barron on using the ARPA money for building maintenance at City Hall: Lead paint abatement, garages cleaned and painted, garage door opener, roof repairs, tuck pointing next year, heat in the garages, new shades in the chambers and boiler repairs.
- Started working on next year's budget
- Christmas Light Contest December 15th to get registered, judging December 16-20th
First place is \$750.00
- Thank you to Richard LaMarch for the beautiful City Christmas tree donation
- Ski Hill has a TENTATIVE opening of December 21st weather dependent

DDA Coordinator Patricia West presented the City of Gladstone Downtown Development Authority Informational Meeting to the Commission and public.

City Clerk Kim Berry attended the Michigan Association of Municipal Clerks Master Academy Training in Mount Pleasant and a hand recount requested by Mike O'Connor on the City of Gladstone Commission open seat for partial term is scheduled for 9:00 AM at City Hall tomorrow, December 10th.

There being no further business before the Commission, Mayor Pro-Tem Mantela adjourned the meeting at 7:45 PM

Mayor Pro-Tem Brad Mantela

City Clerk Kimberly Berry

GLADSTONE

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

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

Agenda Date: December 23, 2024**Eric Buckman, City
Manager:****Department:** General Fund**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: American Rescue Plan Act Monies – Resolution No. 2024-08

BACKGROUND: A new requirement for the City to receive its revenue sharing is to spend or have executed contracts for all the ARPA funds it has received by December 2024 or risk having to pay the funds back.

The projects that are complete are Major and Local Street storm sewer upgrades, Water and Wastewater meter projects, and some upgrades to the City Hall building. There is \$58,936.21 remaining that we cannot spend or execute contracts prior to December 31st. Therefore, in order not to lose the money we are electing to select the Revenue Loss Category for employees' wages and benefits. By doing this we will satisfy all the federal and state requirements for this money.

Prior to the end of this fiscal year, we may recommend a Committed Fund Balance if we haven't completed all the projects planned (this would require approval by the Commission at that time) or let the money stay in the unrestricted fund balance of the General Fund.

FISCAL EFFECT: \$58,936.21**SUPPORTING DOCUMENTATION:** Resolution 2024-08**RECOMMENDATION:** Motion to approve Resolution #2024-08 as presented.

Roll Call Required

**CITY OF GLADSTONE
RESOLUTION 2024-08**

**RESOLUTION TO SPEND ARPA FUNDS ON
LOST REVENUE REPLACEMENT CATEGORY**

Motion by _____; supported by Commissioner _____:

WHEREAS, Under the Federal Coronavirus Local Fiscal Recovery Fund (CLFRF) which was established under section 9901 of the American Rescue Plan Act of 2021 (ARPA) the City of Gladstone received \$493,706.80; and

WHEREAS, the eligible uses under CLFRF are replacing lost revenue, supporting the COVID-19 public health and economic response, premium pay for eligible workers, and investing in water, sewer and broadband infrastructure; and

WHEREAS, under the revenue loss category the final rule published by U.S. Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services”; and

WHEREAS, the City of Gladstone has \$58,936.21 in remaining funds that must be spent or obligated by December 31, 2024.

NOW THEREFORE, BE RESOLVED, that the City of Gladstone elects to use its remaining CLFRF funds under the eligible category of revenue loss and that the government services identified is employee wages and benefits allocated with the general fund during the period of performance which is March 2, 2021, and December 31, 2026.

Commissioner Akkala
Commissioner Mantela
Commissioner Pontius
Commissioner O'Driscoll
Mayor Thompson

MOTION CARRIED.

I, Kimberly Berry, Clerk of the City of Gladstone, Michigan, do hereby certify that the above is true and correct copy of the Resolution, which was adopted by the City of Gladstone Commission at a meeting held Monday, December 23, 2024.

Kimberly Berry
City Clerk