

Commissioner Minutes of November 22, 2016

The Gladwin County Board of Commissioners met in Regular Session on Tuesday, November 22, 2016. The meeting was called to order at 9:00 a.m. by Chairman Walters. The Pledge of Allegiance was recited and a short prayer was given. Roll call found all Commissioners present.

There were no changes or additions to the agenda. *Motion by Commissioner Smith, supported by Commissioner Hinman, to proceed with the consent agenda as prepared, with the approval of the minutes of the November 8th meeting and the November 17th Committee of the Whole meeting minutes. Ayes carried, motion passed.*

The **cash balances** were then read by Commissioner Birgel. *General Fund - \$967,729.01.*

Josh Reid and Julie Jarosiewicz, City County Transit and Council on Aging, came before the Board discuss grant funding and give an update. Mr. Reid spoke on the contract prepared for the use of the balance of grant funding. The grant for the van with a lift was not used in full, with STP funds the agency is allowed to use the balance of the funding for telephones, technology or upgrades. He would like the use the balance of these funds to add a line for telecommunication equipment. Mr. Reid then gave an update on the transit program and the additional services they are able to provide for non-emergency medical transportation, veterans transportation and hours for Saturday service. Ms. Jarosiewicz, spoke on the elevator repairs at Maple Manor, noting all tenants and emergency services contacts have been notified of the elevator shut down. Ms. J spoke on the outside improvements to Maple Manor, commenting on the beautiful work by Freeman Nursery and the senior programs. Discussion. Motion by Commissioner Smith, supported by Commissioner Hinman, to adopt the resolution in support of project 127672 for City-County Transit. Roll call vote as follows: Hinman – yes, Walters –yes, Aultman –yes, Smith –yes, Birgel –yes. Ayes carried, resolution 2016-019 declared adopted.

Public Comments:

Madalyn Hubble, Beaverton Township Clerk, spoke on the proposed reductions in the Clerk and Treasurer’s Offices. Ms. Hubble provided a copy of the statute of duties for the Clerk, Treasurer and Equalization and asked that the public and Board should be able to view a budget before a decision is made.

Laura Flach, Sage Township Clerk, also commented on the reductions in the two offices, noting the essential role each office plays in government. Ms. Flach stated that cutting staff in both of these offices “slashes” your infrastructure by cutting core services. The impact on the County election process would be devastating, as there are so many portions of ballot preparation that only the County has done, noting the Township Clerks do not have the knowledge, staffing or time to complete these tasks. Ms. Flach finished by saying that the cutting of these services will cost more in the reduction to revenue compared to the savings.

Kathy Wilton, Secord Township Clerk, spoke on the impact to her Township with the reductions in the Clerk and Treasurer’s Offices. Ms. Wilton also spoke on the “non-impact offices” versus the Clerk and Treasurer providing the core services for the County. Ms. Wilton asked that the Board look at what truly impacts the people of this community the most before making any cuts.

Darlene Showalter, Grim Township Clerk, stated that she has been the Clerk of a small Township for the past 30 years and could not have functioned without the services that are provided by the County Clerk's Office. Ms. Showalter stated that the added work on the Townships based on the proposed reductions will impact the whole community.

Sharon Hobin, Butman Township Clerk, spoke on the new election equipment that would be implemented in 2017 and the need for the Clerk to handle training. Ms. Hobin also stated that her Township recently went to two precincts for the handling of AV ballots, noting the Clerk assisted her in setting up that precinct.

Kristie Simrau, newly elected Gladwin Township Clerk and past Sage Township Clerk stated that it has been her experience that the Clerk's Office handles many things for the Township, making sure they are well equipped with everything they need and all the training of the inspectors. Ms. Simrau works in the Courthouse and sees everything that their office is responsible for, and does not feel that they are overstaffed.

Commissioner Smith thanked those for attending and for expressing their concerns, stating that they don't always recognize the other side of these topics.

Chairman Walters stated that he also appreciates each of everyone's thoughts and concerns.

Commissioner Aultman commented that as a former Township Clerk, she appreciates the thoughts and concerns of those in attendance.

Commissioner Hinman thanked those for attending and for their additional information.

Finance Matters – Commissioner Birgel:

1. The committee has reviewed the policy on purchases over \$500.00 and would like to remind each department that all purchases, including supply orders through Quill, are subject to the \$500.00 rule. Discussion.
2. There are two open billings from Clare County for the payment of Friend of the Court and Court Administrator wages and fringes. Discussion that the Board was not aware of the increase at the time of combination and was told that it would be a "small bump". Commissioner Hinman commented that this is why there is a Court Management Committee now to oversee the finances and policies. *Motion by Commissioner Hinman, supported by Commissioner Birgel, to pay the bill for the Court Administrator's wage and fringe.* The Friend of the Court reimbursement will be tabled until a meeting can be set with the Courts. Treasurer VanTiem stated that both of these positions are subject to State reimbursement, and would caution them on not making payments. Ayes carried, **motion passed.**
3. Prosecutor, Aaron Miller, has requested to purchase a new computer for his office. The machine is \$1,145.00 and will be paid from 101-229-831.001 once approved. *Motion by Commissioner Birgel, supported by Commissioner Smith, to approve the purchase as outlined.* Ayes carried, **motion passed.**
4. The Prosecutor has also requested the following budget amendment to his office. Reduce 101-229-707.000 by \$4,003 and increase the following lines: \$3,000.00 to 101-229-727.000, \$250.00 to 101-229-801.000, \$150.00 to 101-229-831.001 and \$200.00 to 101-229-850.000. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to approve the budget amendments as requested.* Ayes carried, **motion passed.**

5. Two individuals would like to make a donation of hours to an employee in Clerk's Office who is off on medical leave. Constance Thurlow-White, 20 hours and James Maveal, 35 hours. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to allow the Clerk to make the adjustments as requested.* Ayes carried, **motion passed.** Commissioner Smith commended those employees for giving hours in support of another employee, noting there are good people that work here.

Treasurer, Christy VanTiem and Kim Halis, Equalization Director, brought before the Board 2016 Apportionment Recap Totals for approval and discussion. Treasurer VanTiem explained that there was a change in the Drain levies for 2016 and that they assessed \$513,479.02 per the Drain Commissioner. Ms. Halis described the apportionment report as a tool for the Board and allows the taxes to be spread on the tax rolls. Discussion. *Motion by Commissioner Hinman, supported by Commissioner Smith, to accept the apportionment report as presented.* Roll call vote as follows: Walters – yes, Aultman – yes, Smith –yes, Birgel – yes, Hinman – yes. 5 yes, 0 no. Ayes carried, **motion passed.**

Chairman Walters commented on the MSU agreement, noting nothing has changed with the agreement, but they will be tight on funding by the end of the millage. The Chairman then spoke on the reimbursement grant for \$5,000 for spay and neuter for the Animal Shelter. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Chairman to sign the grant agreement as presented.* Ayes carried, **motion passed.**

Chairman Walters then read the list of appointments that needed to be made to the Zoning Board of Appeals, Construction Codes Board of Appeals and Planning Commission Boards as listed:

Donald Kehoe, Construction Codes Board of Appeals – 12-31-2018 expiration

Jack DeRosa, Zoning Board of Appeals – 12-31-2019 expiration

Ron Brabon, Zoning Board of Appeals – 12-31-2019 expiration

Don Birgel, Planning Commission – 12-31-2019 expiration

Marsha Smith, Planning Commission – 12-31-2019 expiration

Richard Buell, Planning Commission – 12-31-2019 expiration

Michael Bassage, Planning Commission – 12-31-2019 expiration

Motion by Commissioner Birgel, supported by Commissioner Aultman, to accept the appointments as listed. Ayes carried, **motion passed.**

Commissioner Reports by District –

Commissioner Hinman reported:

- That he has attended four Township meetings in the past two weeks.
- On attending the Road Commission meeting yesterday.
- That he will be meeting with the Clerk and Treasurer regarding the budget tomorrow.

Commissioner Smith reported:

- That she attended the Hay Township meeting on November 10th, noting they are doing well with the new members serving in different capacities.
- On the Tobacco Township meeting on November 14th, noting sad news that Supervisor Bill Clark has sold his home and will be moving to Fenton and he will be missed. The Election went well with repairs being handled by the professional

from Election Source. Commissioner Smith stated she was glad to see Tobacco Township highly supported our local candidate for County Clerk, Laura Brandon-Maveal.

- On attending the HSCB meeting on November 15th. Beaverton's Holiday Hunt was successful with between 320-350 shoppers. Check out the naughty / nice lists in the window of Flower Scents. For a \$5.00 donation you may add anyone to either list, or both, if you choose. Money from the program goes back to the Beaverton DDA projects.
- The Library Board meeting was also on the 15th. The Library is doing well in attendance for programs and usage of in-house computers and wireless.
- On the Buckeye Township meeting on November 16th, noting discussion on assessor responsibilities.
- That she attended the Finance and Department Head meetings on November 17th and the final part of the meeting with USDA about the loan.
- The Rifle and Pistol Club has 218 firearms sighted in over the open days, noting the group is still trying to overcome the loss of our president, Jim Primeau. Prayers are going out to the family.
- That she would like to wish everyone a Happy Thanksgiving.

Commissioner Birgel reported:

- That he has been working on the 2017 budget. There is a \$162,000 deficit for 2017 insurance rates and the County's MERS is only funded at 66%. The IT services are over budget for 2016 and they are also working to resolve this issue.
- On the issues being addressed with USDA on funding issues for the much needed loan. Commissioner Birgel commented that the savings on the natural gas and utilities will cover the expense of the loan payment. More information will be reported back to the Board as they have more information.

Commissioner Aultman reported:

- On attending the Veterans Ceremony, noting it was very nicely done.
- That she has attended her Township meetings. Grim Township has a new Clerk, noting Darlene Showalter will be missed. There will be a new Clerk and Supervisor in Billings Township.
- On the Airport meeting, commenting that there is not much going on, as the new hanger project is on hold.
- That the EDC committee is looking for a medical building location for urgent care in the Gladwin area.
- Karen Blonde from the Housing Commission is working on the cleanups/teardowns of 13 parcels in various areas through grant funding. Discussion.

Comments from the Chairman:

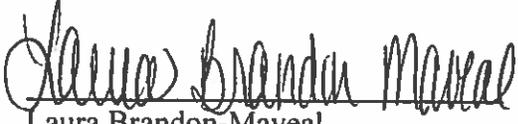
- That he was unable to attend the Sage Township meeting because he had another obligation.
- The Veterans program went well and that Krystal Peck did a great job organizing the event.
- That the committee is working on funding to install the new boiler, hoping to save up to 50% on energy costs to make the payments on the boiler.
- That he would like to wish everyone a Happy Thanksgiving.
- On his thanks to everyone who participated today, noting he is confident that their input will be used.

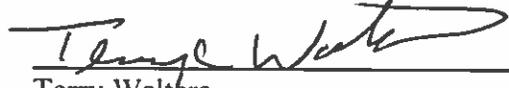
- That he attended the City of Gladwin meeting last night.

Public Comments – none at this time.

*Motion by Commissioner Smith, supported by Commissioner Hinman, to receive and file various correspondence and reports. Ayes carried, **motion passed.***

*Motion by Commissioner Aultman, supported by Commissioner Hinman, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 9:54 a.m., until the next regular Board meeting on December 13, 2016 at 9:00 a.m., unless otherwise ordered.*


Laura Brandon-Maveal
County Clerk


Terry Walters
Chairman

Gladwin City-County Transit

615 Weaver Court, P.O. Box 498, Gladwin, Michigan 48624
Phone: (989) 426-6751 Fax: (989) 426-5947



RESOLUTION OF INTENT

Resolution# 2016-019

The following resolution was offered by Smith

And supported by Himmel

Be it resolved, that the County of Gladwin does hereby approve the proposed Contract submitted by the Michigan Department of Transportation.

Be it resolved that Terry Walters, Board Chairman and Josh Reid, Transportation Director be authorized and directed to execute Contract No. 2012-0083 Project No. 127672, Auth No. P10/R1 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal
County Clerk

November 22, 2016
Date

Equal Opportunity Service Organization

Date: October 28, 2016
Agreement No.: 2012-0083
Authorization No.: P10/R1
Project No.: 127672
Agenda: MA

**REVISED PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2015 SECTION 5311 CAPITAL
FORMULA GRANTS FOR RURAL AREAS PROGRAM/
SURFACE TRANSPORTATION PROGRAM**

This information is required by the Michigan Department of Transportation (DEPARTMENT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and the DEPARTMENT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: September 25, 2015
Authorization Expiration Date: September 24, 2018
Fiscal Year of Effective Contract Clauses: 2015

The Federal grant associated with the PROJECT AUTHORIZATION is MI-85-X006-02.
Award Year: 2015 Federal Item Number: WK0056

The Data Universal Numbering System (DUNS) number for the AGENCY is 620239822.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Rural Areas Program is 20.509.

The AGENCY will be financially and legally responsible for the terms and conditions of the Special Section 5333(b) labor warranty as agreed to in your annual application. The Special Section 5333(b) warranty can be found at: www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

The AGENCY agrees to prepare and submit to the DEPARTMENT quarterly milestone reports for Section 5311. Reports are due 10 days after the end of each quarter.

Timely Expenditure of Funds

The funds included in this PROJECT AUTHORIZATION must be obligated (i.e., place orders for buses, issue third party contracts, purchase equipment, complete facility improvements) within six months of receiving an awarded PROJECT AUTHORIZATION. If funds have not been obligated within twelve months, the DEPARTMENT may cancel this PROJECT AUTHORIZATION and the AGENCY will no longer have access to the funds. The DEPARTMENT will not extend this PROJECT AUTHORIZATION beyond three years except for very unique circumstances as determined by the DEPARTMENT. The DEPARTMENT will allow for additional time for new facility construction projects if sufficient progress is being made to complete the project.

The purpose of Revision 1 is to add a line for telecommunication equipment and adjust funding among the line items.

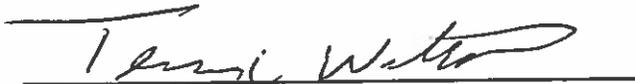
<u>Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
<u>Vehicle equipment:</u>			
Propane conversion (830)	\$ - 0 -	\$ - 0 -	\$ - 0 -
<u>Revenue vehicles:</u>			
One replacement van with lift (823)	29,730	7,432	37,162
<u>Terminal/office equipment:</u>			
Telecommunication equipment (801)	<u>2,270</u>	<u>568</u>	<u>2,838</u>
Total	\$32,000	\$8,000	\$40,000

Funding sources:

2015/7509 \$32,000 (F)
2015/7520 \$ 8,000 (S)

PRF Nos.: 2015-284
2017-12

GLADWIN COUNTY BOARD OF COMMISSIONERS



Signature

Terry Walters, Board Chairman

Print Name and Title:



Signature

Josh Reid, Transportation Director

Print Name and Title:

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director