

## Commissioner Minutes of April 25, 2017

*The Gladwin County Board of Commissioners met in Regular Session on Tuesday, April 25, 2017. 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. Ayes carried, motion passed.*

The **cash balances** were then read by Commissioner Aultman. *General Fund - \$17,920.63 before the payment of any bills. The Board then discussed the option of advancing from the 210 fund as needed for the payment of General Fund bills. Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Treasurer to advance funds from the 210 fund as needed to the General Fund. Ayes carried, motion passed.*

The **minutes of April 11, 2017** were then reviewed. *Motion by Commissioner Smith, supported by Commissioner Hinman, to approve the minutes as prepared. Ayes carried, motion passed.*

### **Public Comments:**

*Stacey DeMoines, Beaverton City resident asked if the Board had a report on the departments that had been reduced, stating she did not receive any information in the mail. Commissioner Aultman stated that she will report on that information during her report.*

*Jean Juergenson, Sherman Township Treasurer, spoke on the information packet she received in the mail on Equalization services. Discussion between the Board and Mrs. Juergenson on this matter.*

*Judge Roy Mienk stated that he wanted to inform the Board the he is not seeking a new hire in the Courts to handle show cause hearings and supports putting someone back to work in the Clerk's Office to handle the collections.*

*Chris Waugh, Gladwin City resident, inquired on the reports showing high internet use, including Facebook, in the Clerk's Office from last fall and if the Board is still monitoring this issue. Commissioner Smith responded to the inaccuracies of these reports and the steps that will be taken to shut down any social media sites to County employees. Discussion.*

Shari Spoelman, MSU District Coordinator, came before the Board with the 2016 Annual Report. Ms. Spoelman introduced her staff and gave an update on the programs that MSU offers.

### **Finance Matters – Commissioner Aultman:**

1. Mike Hargrave, Airport Manager and Bob Moffitt, Gladwin City Manager, came before the Board with the 2016-17 budget for the Airport and to answer any questions of the Board. After discussion it was stated that the County is under contract with the Airport and reducing the appropriation to the Airport would

- result in repayment of Federal grant funding. *Motion by Commissioner Walters, supported by Commissioner Hinman, to approve the budget for the Airport as prepared. Ayes carried, motion passed.*
2. Rick Ghent, Maintenance Supervisor, has advised the committee that the coil in the side by side cooler in the Jail is failing and needs replaced. A quote from Dennis Alward Services has been received in the amount of \$826.50 and can be paid from 101-351-930.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to replace the coil as outlined. Ayes carried, motion passed.*
  3. Mr. Ghent also brought the committee pricing on the repairs and/or replacement of the sanitizing unit in the kitchen of the Jail. Hobart has submitted a quote for repairs in the amount of \$1,983.42 and LFED has provided new equipment replacement costs of \$6,709.25 and \$7,413.72. The committee has made the recommendation to have the unit repaired in the amount of \$1,983.42 from 101-351-930.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the repairs to the sanitizer in the amount of \$1,983.42. Ayes carried, motion passed.*
  4. Karen Moore, Court Administrator, has requested permission to allow Stacey Gasciel, District Court Probation Officer, to attend the 2017 MDACPO Conference in Frankenmuth May 24-26, 2017. Total cost is \$484.10 with \$125.00 for the registration to be paid from 101-136-801.000 and \$359.10 for lodging to be paid from 101-136-860.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the training as requested. Ayes carried, motion passed.*
  5. Christy Van Tiem, County Treasurer, has informed the Board that she will be using "remote capture" through Chemical Bank. The cost of the equipment is \$500.00 and monthly charges of approximately \$40.00. The Treasurer will pay for these costs using delinquent tax funding. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the project as outlined. Ayes carried, motion passed.*
  6. Kim Halis, Equalization Director, has requested permission to attend the Northeast Michigan Assessor Association meeting in West Branch on April 28, 2017. Total cost of registration is \$50.00, plus mileage that will be paid from 101-225-860.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the training as requested. Ayes carried, motion passed.*

Kim Halis, Equalization Director, presented the **Amended 2017 Equalization Report** to the Board for their consideration. Ms. Halis spoke on the revisions and stated that no headlee rollback will be imposed on the County for 2017. Discussion. *Motion by Commissioner Walters, supported by Commissioner Birgel, to accept the amended report as prepared. Ayes carried, motion passed.*

#### **Commissioner Reports by District –**

##### **Commissioner Smith reported:**

- That the Parks and Recreation committee has been reinstated and met on April 18<sup>th</sup> to review rental agreements and upgrades to the lodge. The County will continue the agreement with the Seebeck Foundation on a month-to-month basis until monetary concerns can be worked out. Several issues were discussed. Commissioner Smith commented that she appreciates what the Seebeck Family has done to improve the area. Discussion.

- That she attended the Hay Township meeting and was asked to support returning to the original contract terms with Equalization.
- On attending the last Legislative Breakfast of the year where she spoke on behalf of the Board.
- On the HSCB meeting on April 18<sup>th</sup>. There is a great need for foster homes in Gladwin County, commenting that this information could be shared at the Township meetings and those interested in becoming a foster parent.
- That she attended the Library Board meeting on April 18<sup>th</sup>. The Friends of the Library Spring Book Sale is May 16-20, 2-17 and as of May 1<sup>st</sup>, all Library patrons will have access to 182 magazines online.
- On the Buckeye Township meeting on April 19<sup>th</sup>.
- On attending the Land Bank meeting on April 20<sup>th</sup>. The work on the RESD house construction is progressing well. The committee will meet again in May to make plans for next year's construction trades class.
- That she attended the Finance meeting on April 20<sup>th</sup>.
- On the Council of Local Government meeting on April 24<sup>th</sup>, noting interesting information on a calf farm in Ogemaw County.

**Commissioner Hinman reported:**

- On attending the Sherman and Gladwin Township meetings, noting both are doing well.
- On the Finance meeting on April 20<sup>th</sup> where the committee reviewed a \$14,000 bill from the Drain Commissioner. After research, Commissioner Hinman thanked the Treasurer on finding that this bill can be paid for with drain assessment funding. There will need to be a meeting with the Drain Commissioner on this issue. Discussion.
- That he participated in the LPT meeting.
- That he would like to set up a Committee of the Whole meeting to review the budget. Commissioner Aultman stated that she would like to review the budget in a Finance Committee meeting first.

**Commissioner Birgel reported:**

- On attending the Grout Township meeting.
- That he participated in the Airport meeting.
- On the Personnel meeting.
- On attending the Equalization and Treasurer meeting with the Townships.
- That he went to the Beaverton City meeting.
- On the Sports Complex meeting.
- On attending the Central Michigan Health Department meeting.

**Commissioner Aultman reported:**

- On attending the Legislative Breakfast.
- That she attended the Secord Township meeting on April 19<sup>th</sup>.
- On the Finance meeting of April 20<sup>th</sup>.
- That she attended the Council of Local Government meeting on April 24<sup>th</sup>.

Commissioner Aultman then reported on her research into the budget process and what she has been able to research regarding the Clerk's Office to answer the questions by Ms. Demoinés. The following are areas that Commissioner Aultman spoke on:

- The minutes of the Secord Township meeting where the Clerk stated the closest place to apply for a passport is inaccurate.

- The 2017 budget that was voted on in December of 2016 was adopted with an understanding that each department would take a 10% cut, knowing that couldn't happen, Commissioners Aultman and Walters were assigned to take over the 2017 process.
- In January 2017, they began working on a budget and researched the cuts that the Board already took action on in November 2016. These cuts included the Clerk's Office and the Animal Shelter. Commissioner Aultman read wage and fringe savings for both departments. Discussion on the costs to operate the Animal Shelter, stating that they are not a mandated department and would like to see them independently operated.
- In the Letter to the Editor dated March 15, 2017, it stated that an enhanced retirement was given by a previous Board that the County is still paying for today, noting the current MERS funding levels are only 70%. A 5-year outlook at the MERS plan shows that we will continue to slip further behind on our funding levels.
- There are pending situations with the Courthouse such as: A failing boiler/chiller system, "howling" windows, water line issues, leaks and no drinking fountains. Commissioner Aultman commented that the County needs to be ready for unexpected expenses.
- There is minimal security in the building, the County was unable to borrow much needed funding from the USDA, the obligation to the Health Department is not being paid at 100%, expenses to MAC were reduced from the budget, only to find that they need to be added back and several offices such as Equalization, Construction Codes and Maintenance need more staffing.
- She spoke with the Cheboygan County Clerk/Registrar and they have 6 employees between the two offices and makes \$13,000 more than our Clerk. They do not do passports and their budget is three times as large. Iosco County has a similar budget, they do passports by appointment with seven people in the Clerk's Office and higher salaries. Commissioner Aultman noted that she spoke to a Commissioner in Iosco County, commenting they have made drastic cuts to their budget such as cutting Road Patrol and all travel costs. Clare County has a combined Clerk/Register and has five full time people, they don't do passports; however the Clare, Harrison and Midland post offices do.
- Commissioner Aultman has read the Citizens Research Report from Michigan. She found that counties have started to provide more services to Township and Cities because they have more opportunities.
- The Gladwin County financial dashboard for 2015 has remained stagnant over the past few years, not showing much improvement.
- Commissioner Aultman stated that the County has good people working here and she would ask that they work as a team and not "dig their heels in".

There was then discussion on the collections program for the Courts. Commissioner Aultman commented that this is the first she has heard of this and would research it further. Court Administrator Moore commented on this collection program. The County Clerk gave a brief response due to time constraints.

The Board then reviewed the **resolution presented from Gladwin City County Transit**. This resolution is to revise the operating assistance under project 131704. *Motion by Commissioner Smith, supported by Commissioner Hinman, to authorize the contract*

*amendment as proposed.* Roll call vote as follows: Hinman – yes, Walters – yes, Aultman – yes, Smith – yes, Birgel – yes. 5 yes, 0 no. Ayes carried, **resolution 2017-008 declared adopted.**

The Board reviewed a letter from Judges Mienk and Evans to **appoint Cheryl Edgar to the Jury Board with a term ending 4-30-2023.** *Motion by Commissioner Smith, supported by Commissioner Hinman, to approve the appointment of Cheryl Edgar to the Jury Board as recommended.* Ayes carried, **motion passed.**

The Gladwin County Parks and Recreation committee has recommended the following members: Martin Looker, Mike Brubaker, Kent Crawford, Dee Jungman, Bev Przystas, Sharron Smith and Chuck Hinman. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to approve the appointment of the committee members as listed.* Ayes carried, **motion passed.**

**Comments from the Chairman:**

- On attending the Finance meeting.
- That the volunteer lunch will be held this Thursday in the Gladwin City Park.

**Public Comments –**

Commissioner Smith congratulated the Shea Family on their daughter Kennedy being named Valedictorian for the Northwood University class of 2017. Renee Thompson, also of Beaverton, was named Salutatorian of Northwood’s 2017 graduating class, noting a great recognition to two fine young ladies in our community.

Dee Jungman, Gladwin City Mayor, commented that the “countywide community cleanup day” will be held on May 6, 2017.

*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 Birgel, to adjourn.* Ayes carried, **motion passed.** Meeting adjourned at 11:00 a.m., until the next regular Board meeting on May 9, 2017 at 9:00 a.m., unless otherwise ordered.



Laura Brandon-Maveal  
County Clerk



Terry Walters  
Chairman

2017-008

# 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# 2017-008

The following resolution was offered by Smith

And supported by Hinman

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. 2017-0052 Project No. 131704, Auth No. P1/R1 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

## CERTIFIED

Laura Brandon-Maveal  
Laura Brandon-Maveal  
County Clerk

April 25, 2017  
Date

Date: March 21, 2017  
Agreement No.: 2017-0052  
Authorization No.: P1/R1  
Project No.: 131704  
Agenda: MA

**REVISED PROJECT AUTHORIZATION  
GLADWIN COUNTY BOARD OF COMMISSIONERS  
FY 2017 SECTION 5311 OPERATING  
FORMULA GRANTS FOR  
RURAL AREAS PROGRAM**

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

Authorization Effective Date: October 1, 2016  
Authorization Expiration Date: September 30, 2017  
Fiscal Year Effective Contract Clauses: 2017

The Federal grants associated with the PROJECT AUTHORIZATION are Temporary No. 1207-2016-1/Permanent Nos. MI-2016-003-01 and MI-2016-003-02.  
Award Year: 2017 Federal Item Number: WK0057

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

Funding reflects the amount of funds currently available under the Federal appropriation. If additional funds become available, a grant amendment and PROJECT AUTHORIZATION will be prepared.

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 18.5% of the estimated eligible costs. The maximum amount to be paid will not exceed 18.5% of the AGENCY's audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 7 of the Master Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies who are not self-certified must submit third party contracts over \$25,000 to MDOT for approval. Please refer to Section 7 of the Master Agreement for competitive bidding requirements.

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: <https://www.dol.gov/olms/regs/compliance/compltransit.htm>.

The AGENCY agrees to prepare and submit to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2016, through September 30, 2017). The manual is available on the web at [www.michigan.gov/mdotptd](http://www.michigan.gov/mdotptd) by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

The purpose of Revision 1 is to increase operating assistance funds by \$169,809.

**Funding source:**

2017/7509 \$254,713 (F)

PRF Nos.: 2016-736

2017-157

**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