

Commissioner Minutes of August 8, 2017

The Gladwin County Board of Commissioners met in Regular Session on Tuesday, August 8, 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.

The Board reviewed the agenda and added John Obemisk from Community Mental Health. *Motion by Commissioner Smith, supported by Commissioner Hinman, to proceed with the consent agenda as revised. Ayes carried, motion passed.*

The cash balances were then read by Commissioner Aultman. *General Fund - \$49,798.16 before the payment of any bills with an advancement of \$900,000 from other funds.*

Public Comments: Chris Waugh, Gladwin City resident, spoke on a letter she had written to the Board regarding the use of county computers. The DATA committee will meet with Mrs. Waugh to review her concerns.

John Obermisk from Community Mental Health was welcomed by the Board. Mr. Obermisk introduced Craig Derror, Program Director for Clare and Gladwin counties who was also in attendance. Both gave an overview of the program and answered questions from the Board and from the public.

The minutes of the July 25, 2017 meeting were then reviewed. *Motion by Commissioner Smith, supported by Commissioner Aultman, to approve the minutes as prepared. Ayes carried, motion passed.*

Marianne Hill, Emergency Management Director, gave an update to the FEMA report that was submitted, and the most recent Presidential approval for funding. Ms. Hill stated that FEMA will be here today and will be working with the public on their claims to section 19 funding. The damage to the roads are still not eligible for funding, but can look at project funds to assist with the repairs.

Finance Matters – Commissioner Aultman:

1. Rick Ghent, Maintenance Supervisor, has provided an estimate to have the flood lights replaced to LED. Chairman Walters commented that the older lights have been having problems. The expense of \$3,150.00 was budgeted for in 2017 from line item 101-265-930.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the project as outlined. Ayes carried, motion passed.*
2. Mr. Ghent also informed the committee that he has budgeted for in 2017, the repair of five (5) man holes on the grounds from line item #101-265-935.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow Mr. Ghent to proceed with this project in the amount of \$2,500.00 using HCI Concrete Services. Ayes carried, motion passed.*
3. The air conditioning unit in cell 6-7 in the Jail is failing. Total cost to repair has been quoted through Bonham in the amount of \$2,475.00 and can be paid from 101-351-930.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel to approve this repair. Ayes carried, motion passed.*
4. Undersheriff Hartwell has received four (4) estimates for the repairs to a patrol unit that was involved in a car / deer accident. The quotes are as follows: Grimmitt's - \$2,808.69, High Caliber - \$3,157.55, ABC Auto Body - \$3,662.58 and Triple M Collision - \$3,413.11. This

- expense will be paid from 101-301-932.000 and will be reimbursed by insurance less a \$1,000 deductible. Discussion on the recommendation of the insurance company and comparison of parts. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to award the repairs to Triple M, based on the recommendation of the insurance company.* Roll call vote as follows: Hinman – yes, Walters – no, Aultman - yes, Smith – no, Birgel –yes, 3 yes, 2 no. Ayes carried, **motion passed.**
5. The Undersheriff has also indicated to the committee his need to purchase tires for the patrol vehicles. This expense is for eight (8) tires in the amount of \$1,022.40 and can be paid from 101-303-932.000 once approved. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow for this expense.* Ayes carried, **motion passed.**
 6. The Secondary Road (416 grant) application for 2018 grant funding is due on September 1, 2017. *Motion by Commissioner Aultman, supported by Commissioner Smith, to allow the Clerk to write the application for grant funding and to administer the grant once awarded.* Ayes carried, **motion passed.**
 7. A remote access cable has been ordered, and will be installed, to allow John Pung to work remotely on the County's phone equipment at a cost of \$200.00. This expense will be paid from 101-297-850.000. *Motion by Commissioner Aultman, supported by Commissioner Smith, to approve the installation of the cable as outlined.* Ayes carried, **motion passed.**
 8. IT Right has provided a quote for a new BS&A server with the total cost of \$11,506.40. It is the recommendation of the DATA committee to use 465 funds for this purchase. Discussion on obtaining additional quotes. Commissioner Hinman commented that this project has been in the works since 2016 and is included in the budget. *Motion by Commissioner Aultman, supported by Commissioner Hinman, to approve the purchase from 101-258-815.003 and to allow the Treasurer to appropriate \$11,506.00 from the 465 fund to offset the expense.* Roll call vote as follows: Walters – yes, Aultman –yes, Smith –yes, Birgel –no, Hinman –yes. 4 yes, 1 no. Ayes carried, **motion passed.**
 9. Trisha Cameron has resigned her position with District Court and has requested payout of her unused vacation time of 23 hours in the amount of \$372.14 from line 101-136-706.000. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Clerk to make the disbursement as requested.* Ayes carried, **motion passed.**
 10. Krystal Peck has resigned her position with Veteran Affairs effective August 10, 2017. Ms. Peck has requested payout of unused and accrued vacation, personal time and health insurance premium reimbursement as awarded in her Unit #7 contract. *Motion by Commissioner Aultman, supported by Commissioner Hinman, to allow the Clerk to disburse 85 hours of time and 8 months of insurance as requested in writing.* Ayes carried, **motion passed.**
 11. Ann Manning-Clayton, Registrar, has registered to attend her Summer Educational Conference in Marquette, September 17-20th. Registration fees are \$185.00 and \$40.00 for the cost of motor coach transportation. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Registrar to attend the conference in the amount of \$225.00 plus mileage and meal if applicable.* Ayes carried, **motion passed.**
 12. The Treasurer has reviewed the millage appropriations paid by MSU, to the general fund, in 2016. A balance of \$2,318.98 has been over collected and due back to fund 205. Discussion. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Treasurer to allocate the funding back to the 205 fund as requested.* Ayes carried, **motion passed**

Commissioner Reports by District –

Commissioner Smith reported:

- On attending the MSU organizational meeting on July 27th to plan the 100 year celebration. This event will take place on September 12th and will be held on the grounds of the courthouse. There will be a resolution presented at the next Board

meeting and plans will continue to be made at their next meeting, which is this Wednesday.

- That she participated in the DATA meeting on August 2nd. The work has begun on the “phone turnover” project.
- On a congratulations due to the Gladwin County Chamber of Commerce on their successful Taj Ma Hog event this past Saturday. Commissioner Smith noted that she was not there personally, but heard good reports from several who were in attendance, hoping this would be an annual event.
- That her Township meetings begin this week.
- On her opportunity to meet with their new great grandson, Liam Michael-Allen Wheeler on Sunday, commenting that he is perfect and she has pictures to share.

Commissioner Hinman reported:

- On the Courts Management Council meeting with the Clerk and the Courts involving discussion on the upcoming collection audits. Judge Mienk spoke on the program that was established in July 2009, and the failure to perform show cause hearings since the reduction of staff in the Clerk’s Office. *Motion by Commissioner Smith, supported by Commissioner Hinman, to allow the Clerk to make the part time position in her office full time to allow for the office to handle the collections process as required by the Supreme Court.* Magistrate Karen Moore reviewed the required modules by the Supreme Court of the collections module. Discussion on the responsibilities of the Clerk and those duties that may be given to others. Commissioner Birgel stated that he feels this issue should have been discussed in the personnel and finance committees before being placed on the Board’s agenda for consideration. Clerk Maveal commented that the funding for this position could be paid from 263 funds for the balance of 2017. Commissioner Aultman stated that she doesn’t want the Clerk’s Office to be non-compliant and would support an additional part time person for the office. Chairman Walters commented that the County needs to be compliant and the Board should review their action in a couple of months to see how it is working, but should show responsibility for this program. Commissioner Hinman said he would like to see the Board move forward with this action, as the Clerk has the funding and he does not want to see what actions the State Court would have for us. Roll call vote as follows: Aultman – yes, Smith – yes, Birgel -no, Hinman – yes, Walters -yes. 4 yes, 1 no. Ayes carried, **motion passed.**

Commissioner Smith excused herself to attend an appointment.

- On attending the DATA meeting on August 2nd.
- That he participated in the Court Management Council meeting. Clare and Gladwin Counties are looking to share a Court Administrator for the Indigent Defense Program. The committee is waiting to look at samples from the State before drafting an agreement for grant funding. Commissioner Birgel commented on his findings with a Public Defender’s Office and the hurdles with that implementation. Discussion.

Commissioner Birgel reported:

- That he attended the Central Michigan District Health Department meetings, noting that the County is still short in their program funding to the Health Department.

- On working with the personnel committee and Mr. Borushko to prepare for upcoming union negotiations.
- On the Zoning Board of Appeals meeting where they approved the Dollar General facility on Sugar River / Hockaday Road. A variance was given in Beaverton for the purpose of a “cottage industry”. The Zoning Committee also held another public hearing to discuss the gravel mine in Sherman Township. The proposal was approved, noting they worked hard to resolve several issues and that this mine is a benefit to several counties who can be serviced with gravel now.

Commissioner Hinman stated that the personnel committee had met to interview candidates to replace the Veterans Director. They have selected an individual who has come highly recommended by the State Representative and Congressman. Because this individual works for another County, there will be approximately 10 days that the office is vacant. Discussion on the transition period and using Debbie Mason from Clare County to assist. *Motion by Commissioner Hinman, supported by Commissioner Birgel, to hire the individual under the Unit #7 pay scale, after the final approve of Ms. Peck who was not able to be present during the interviews. Ayes carried, motion passed.*

Commissioner Aultman reported:

- On attending the Mental Health meeting, noting the photo taken and presented today did not do the photo justice as it was well done. Ebig Barry was presented with a 20-year award. A strategic plan update was given along with a provider report. They reviewed the monthly financial report, which included a 2017 van purchase.
- That she attended the Michigan Works meeting on July 28th, commenting that many reports were received that can be reviewed by the Board. A presentation was given by the Director on the transition process from prison to normal life.
- On working with the personnel policy updates with the Board Secretary on July 28th.
- That she attended the Finance meeting on August 3rd.

Comments from the Chairman:

- That he was gone last week for his son’s wedding.
- On the EOC training held on July 25th.
- That he attended the 911 meeting on July 27th.
- That he participated in the zoning meeting regarding the gravel pit, noting the County had an attorney present to make sure they were in compliance.
- On attending Family Day in Estey on August 6th where he was a judge with the Clerk.
- That he participated in the interviews for the Veterans position on August 7th.
- The Forgotten Eagles were here on August 2nd.
- On the Gladwin City meeting last night, noting they are now renting canoes and tubes at the park. There will be tree planting in the City on September 15th and volunteers are needed. The hazardous materials collection is August 26th at the DPW garage from 9:00 a.m. to 2:00 p.m.

Commissioner Aultman commented on an email received regarding the hours at the Animal Control. Discussion on the hours worked. The personnel committee will set up a meeting with the Officer to review their hours of service to the public.

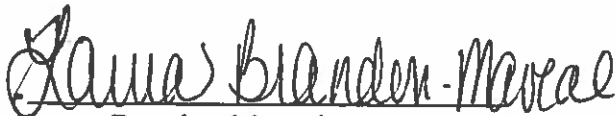
The Board then reviewed the amended deficit elimination plan to be submitted to the State on fund 291. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to adopt the resolution as prepared.* Roll call vote as follows: Smith – excused, Birgel – yes, Hinman – yes, Walters – yes, Aultman – yes. 4 yes, 1 excused. **Resolution 2017-014 declared adopted.**

The Board reviewed a letter from the Treasurer requesting the extension of employment for her temporary part time employee. The personnel committee will meet with the Treasurer on Thursday to discuss the request.

Public Comments – Steve Waugh asked the Board about policies and procedures for the Animal Control office. Chairman Walters stated he doesn't know that information but would encourage Mr. Waugh to speak with Mr. Maveal at Animal Control for that information.

Motion by Commissioner Birgel, 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 10:45 a.m., until the next regular Board meeting on August 22, 2017 at 9:00 a.m., unless otherwise ordered.



Laura Brandon-Maveal
County Clerk



Terry Walters
Chairman

Numbered Letter 2016-1
Deficit Elimination Plan

August 8, 2017

**GLADWIN COUNTY RESOLUTION ON SINGLE YEAR DEFICIT
ELIMINATION PLAN**

WHEREAS, Gladwin County's DHS Child Care Fund – 291 has a \$6,088.00 deficit fund balance on December 31, 2016; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the Gladwin County's legislative body adopts the following as the DHS Child Care Fund – 291 Deficit Elimination Plan.

(See the attached proposed budget for 2016-2018 outlining proposed fund balances.)

Explanation: Maintain accounts payable balances to remain in line with county appropriations, local revenue and state revenues.

BE IT FURTHER RESOVLED that the Gladwin County Clerk, Laura Brandon-Maveal, submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

Motion made by Birgel supported by Aultman

AYES 4 NAYES 0 ABSENT 1

Resolution Declared Adopted August 8, 2017

Laura Brandon-Maveal
Laura Brandon-Maveal, Gladwin County Clerk

Terry L. Walters
Terry L. Walters, Chairman – Board of Commissioners

08/04/2017

REVENUE AND EXPENDITURE REPORT FOR GLADWIN COUNTY
 PERIOD ENDING 12/31/2016
 % Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED	2016 revised	2017 budget	2018 proposed
		2016	12/31/2016	DNTH	12/31/2016	NORMAL (ABNORMAL)	INCREASE (DECREASE)				
Fund 291 - FIA - CHILD CARE											
Revenues											
Dept 000											
291-000-564.000	STATE REVENUE-OFFSET STATEMENTS	0.00	34,430.06	0.00	0.00	(34,430.06)	100.00		35,000.00	37,500.00	40,000.00
291-000-671.000	OTHER REVENUES OR REIMBURSEMENTS	0.00	70.70	0.00	0.00	(70.70)	100.00		75.00	75.00	100.00
291-000-671.148	OTHER REVENUES - PROBATE COURT	0.00	2,135.25	618.00		(2,135.25)	100.00		2,500.00	2,200.00	2,400.00
291-000-699.101	TRANSFERS IN-GENERAL FUND	55,000.00	55,200.00	200.00		(200.00)	100.36		65,000.00	50,000.00	56,900.00
Total Dept 000		55,000.00	91,836.01	818.00		(36,836.01)	166.97		102,575.00	89,775.00	99,400.00
TOTAL REVENUES		55,000.00	91,836.01	818.00		(36,836.01)	166.97				

Expenditures

Dept 000

291-000-801.001	CCF - SCHEDULED FOSTER	0.00	27,134.40	1,206.80	(27,134.40)	100.00	27,200.00	28,000.00	30,000.00
291-000-801.002	CCF - SCHEDULED RESIDENTIAL	0.00	2,737.84	0.00	(2,737.84)	100.00	2,800.00	3,000.00	3,500.00
291-000-801.003	CCF - SCHEDULED INSTITUTIONAL	0.00	31,108.17	9,786.84	(31,108.17)	100.00	31,300.00	33,000.00	35,000.00
291-000-803.001	CCF - NON-SCHEDULED FOSTER	0.00	17,539.16	5,761.92	(17,539.16)	100.00	18,000.00	19,000.00	20,000.00
291-000-803.002	CCF - NON-SCHEDULED RESIDENTIAL	0.00	4,381.73	0.00	(4,381.73)	100.00	4,400.00	5,000.00	6,500.00

Total Dept 000 0.00 82,901.30 16,755.56 (82,901.30) 100.00 83,700.00 88,000.00 95,000.00

TOTAL EXPENDITURES 0.00 82,901.30 16,755.56 (82,901.30) 100.00

Fund 291 - FIA - CHILD CARE:

TOTAL REVENUES	55,000.00	91,836.01	818.00	(36,836.01)	166.97	102,575.00	89,775.00	99,400.00
TOTAL EXPENDITURES	0.00	82,901.30	16,755.56	(82,901.30)	100.00	83,700.00	88,000.00	95,000.00
NET OF REVENUES & EXPENDITURES	55,000.00	8,934.71	(15,937.56)	46,065.29	16.24	18,875.00	1,775.00	4,400.00