

Commissioner Minutes of July 25, 2017

The Gladwin County Board of Commissioners met in Regular Session on Tuesday, July 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 minutes of the July 11, 2017 meeting were then reviewed. *Motion by Commissioner Smith, supported by Commissioner Aultman, to approve the minutes as prepared. Ayes carried, motion passed.*

Public Comments: none at this time.

The Board then welcomed Linda Cabose, daughter of late Commissioner Adolph Presidio. The Clerk read a resolution of appreciation for his years of service and dedication to Gladwin County. Roll call vote to approve the resolution as follows: Hinman – yes, Walters – yes, Aultman – yes, Smith – yes, Birgel – yes. 5 yes, 0 no. Resolution 2017-012 declared adopted. The Board presented Ms. Cabose with a plaque and thanked her for being at the meeting today.

Marianne Hill, Emergency Management Director, gave an update to the FEMA report that was submitted, noting at this time there will be no public assistance given. Discussion on road projects and funding.

The 2016 audit has been reviewed by the Board with the auditors. Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the audit as presented. Ayes carried, motion passed.

The **cash balances** were then read by Commissioner Aultman. *General Fund - \$24,149.53 before the payment of any bills with an advancement of \$900,000 from other funds.*

Finance Matters – Commissioner Aultman:

1. A deficit elimination plan has been drafted for the 291 Child Care Fund. The Board should review and accept the plan. Motion by Commissioner Aultman, supported by Commissioner Birgel, to adopt the resolution and allow the Clerk to submit the plan to the Department of Treasury. Ayes carried, motion passed.
2. Rick Ghent, Maintenance Supervisor, has received two quotes for painting, repair and power washing of the Annex Building. Edgar Painting at \$2,800.00 and Rau's at \$1,575.00. Motion by Commissioner Aultman, supported by Commissioner Birgel, to hire Rau's Service to handle the work as outlined. Chairman Walters commented that this project was budgeted for and will also include work on the Sheriff's Department. Ayes carried, motion passed.
3. Karee Barlow, 911 Assistant Administrator, has scheduled Dispatchers – Bondie and Tweed for the "Basic 40 Hour Dispatch School". Total registration is \$1398.00, plus hotel, meals and mileage expenses. If approved all costs will be paid from 282-000-804.001. Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the dispatchers to attend

training as outlined and to allow the Clerk to use the credit card for lodging if required. Ayes carried, motion passed.

4. Mike Brubaker, 911 Administrator, would like the Board to consider prepaying the wireless cell phone plan (used as backup emergency phones only) for six (6) months. There are three phones at \$30.00 each per month. Total cost for the six months would equal \$540.00 and will be billed every six months as required by the department. Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow for the payment of the phones and to allow the Treasurer to transfer an additional \$1,200.00 in appropriations from the 216 fund to the General fund to cover the annual costs. Ayes carried, motion passed.
5. Justin Schneider, Building Official, has obtained two quotes for new tires for his vehicle. Lee's Auto at \$637.04 and T&J Automotive at \$751.72. If approved, the purchase will be paid from 101-371-932.000. Motion by Commissioner Aultman, supported by Commissioner Smith, to allow for the purchase from Lee's Auto in the amount of \$637.04. Ayes carried, motion passed.
6. Commissioner Aultman has requested permission of the committee to take an online training course through MTA on "Building a Better Budget". This course is four sessions at \$146.00 and can be paid from 101-101-860.000. Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the training and allow the clerk to reimburse Commissioner Aultman for the purchase, or use the County's credit card if required. Ayes carried, motion passed.
7. The 2017 Salary Schedule has been prepared and needs Board action for approval. Discussion. Motion by Commissioner Aultman, supported by Commissioner Birgel, to adopt the salary schedule as prepared. Ayes carried, motion passed.
8. The 2017 Marine Patrol wages have been presented for consideration and approval. Motion by Commissioner Aultman, supported by Commissioner Birgel, to pay the individuals at the rate of pay indicated, as it is not the hourly rate provided for in the non-union benefits manual. Ayes carried, motion passed.
9. Sheriff Shea informed the committee that he will be doing floor repairs in the booking area, purchasing new mats and chairs for the same area using SECURUS funds. A quote for the chairs is attached, but no Board action is needed on the matter.
10. Mat McGourty, Jail Administrator, has also provided the committee with a presentation on a bio-hazardous waste cleaning machine for use in the Jail and patrol units. This purchase is approximately \$4,000.00 and will come from Commissary funds. There is no Board action required for this matter either.
11. The first semi-annual budget amendments have been completed through June 30, 2017. A motion is needed to approve the amendments with the negative assessment to contingent line 101-891-969.000. It is the hope of the committee that with reimbursements coming in on larger projects that have already been expended, this balance will reduce significantly. Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Clerk to handle the amendments as provided. Ayes carried, motion passed.
12. The Drain Commissioner has submitted an invoice for the payment of a settlement on a court matter. Commissioner Aultman made motion to pay the invoice from line item 801-000-802.303, and to allow the Treasurer to create the line for use. Discussion. Ayes carried, motion passed.

Kim Halis, Equalization Director, spoke to the Board on the qualifications of the contractual employee who has been hired to handle the appraisal services for the County. A contract for these services was presented for the Board's review. Motion by Commissioner Birgel, supported by Commissioner Hinman to allow the Chairman to sign the contract as presented. Ayes carried, motion passed.

Commissioner Reports by District –

Commissioner Hinman reported:

- That July has been a quiet month.
- On attending the Butman and Clement Township meetings on July 12th.
- That he met with Borushko regarding upcoming union contract strategy.
- On the Sherman Township meeting on the 18th.
- That he attended the Indigent Defense Council meeting on July 21st. They will be setting up a meeting with Clare County to consolidate the services of the Court Administrator under the plan. Discussion on public defender's office.
- On planning to attend the Gladwin Township meeting tomorrow night.

Commissioner Smith reported:

- That she attended the Hay Township meeting, noting all is well especially with the Township Supervisor being active in attending the County Board meetings.
- On the HSCB meeting on July 18th, noting she has provided informational flyers from this meeting that are included in the Board packet. Please pass the information along to your Townships.
- On attending the Library Board meeting, commenting it was a short meeting because there was no quorum.
- That she participated in the Buckeye Township meeting on July 19th where Ron Brabon, Road Commissioner, announced the completion of River Road to Croll Road will begin the second week of August. This project has been delayed due to the issues from flooding. The repairs to the Glidden Road culvert should be done this weekend once the pavers complete the project.
- That she enjoyed the fair, noting the grounds stayed very clean.
- On the upcoming meeting with MSU to begin the planning of the 100-year union between MSU and Gladwin County. The event is scheduled for September 12, 2017 and more details will follow as they are finalized.
- That she is anxiously waiting for the birth of their grandson who was due on Sunday.

Commissioner Birgel reported:

- That he has been working with Karen Blonde from the Housing Commission on MSHDA grants.
- On the meeting with Central Michigan District Health Department where they have requested to increase the appropriations from the County.
- That he attended the Grout Township meeting where they are obtaining bids to construct a pavilion.
- On the personnel meeting with Mr. Borushko.
- That he attended the Beaverton City meeting.
- On the Sports Complex meeting where it was reported that they hosted a successful tournament that raised funds for the program.
- That he met with Commissioner Aultman and the Drain Commissioner. Commissioner Birgel commented that the Board has not been kept in the loop on the issues that are happening within this office and only dealing with the problems that come from them. Discussion. He has asked for assistance from Legislators on helping to resolve the issues.

Commissioner Aultman reported:

- That she attended the Grim and Bourret Township meetings on July 11th.
- On the Lake Board meeting on July 12th.

- That the Secord Township meeting went well and they recognized Earl Chervus for his dedication to the Township.
- On attending the Finance meeting on July 19th.
- That she worked on the salary schedule with the Clerk.
- On the 21st of July, she worked with the Board Secretary on the Board Rules and salaries. Commissioner Aultman commented that the pay and per diem structure for the Board needs to be better identified and updated in the personnel policy and Board Rules. Discussion.
- That she has written a letter to the Courts regarding additional funding from the 215 fund.
- On meeting with the Drain Commissioner on July 24th.

Christy Van Tiem, County Treasurer, spoke on the public hearing notice received from Gladwin City on tax abatements. Mrs. Van Tiem stated that the Board should review the information and make comment to Gladwin City if needed before the August 21, 2017 meeting.

Comments from the Chairman:

- On attending the Gladwin City meeting on July 3rd.
- On the Sage Township meeting on July 12th.
- That the generator project has been completed.
- That the Veterans meeting was held on July 18th.
- On the Finance meeting held on July 19th.
- That he attended the Lake Improvement meetings on July 19th, noting Lake Contos is doing a weed harvest.
- On attending the LPT meeting on July 20th.
- That Fair week went well.
- There will be EOC training today at 11:00 a.m.

Chairman Walters then commented that there has been a vacancy on the Health and Human Services Board for some time. Tom Winarksi has offered to serve on this Board. Motion by Chairman Walters, supported by Commissioner Birgel, to appoint Tom Winarksi to the Health and Human Services Board. Ayes carried, motion passed.

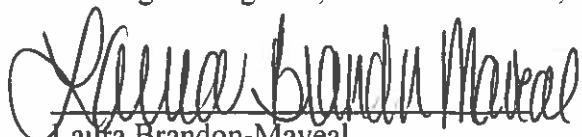
Commissioner Aultman would like to remind everyone that the ORV Fun Run will be on August 18th and that it is a great event. Commissioner Aultman also commented on the recent invitation to the White House, noting she is very interested in attending. Discussion.

Karen Moore, Court Administrator, spoke to clarify the Indigent Defense Council Administrator. This position is not the same as the Court Administrator that is currently in place and is separate of the courts and does not answer to the courts. Discussion. Administrator Moore then informed the Board that a payment has been sent for renewal of the certification for her court recorders in the District Court. This check has not been cleared and payment must be received by August 1, 2017 or a late fee will be assessed. Administrator Moore asked the Board for their permission to allow the Clerk to use the credit card for this payment if needed by August 1st. Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the Clerk to charge the expense as needed in the amount of \$150.00 in the event the check does not clear before August 1, 2017.


Public Comments – none at this time.

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

*Motion by Commissioner Smith, supported by Commissioner Hinman, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 9:54 a.m., until the next regular Board meeting on August 8, 2017 at 9:00 a.m., unless otherwise ordered.*



Laura Brandon-Maveal
County Clerk



Terry Walters
Chairman

RESOLUTION

NOW COMES the Board of District Commissioners for Gladwin County, Michigan on its behalf of the citizens of Gladwin County and, now adopts the following Resolution of Commemoration on the 25th day of July, 2017.

WHEREAS, Adolph Presidio served Gladwin County as a District Commissioner for 26 years, serving Beaverton City.

WHEREAS, Adolph Presidio carried himself with dignity and patience in his 44 years of public work, speaking well of all and able to engage in civil discourse even when others were beset with emotion, and

WHEREAS, Adolph Presidio earned the respect of his fellow County and Township officials and the public at large, by his willingness to do the extra effort that others might avoid, and

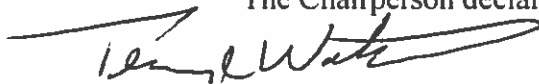
WHEREAS, Adolph Presidio's public life mirrored his private life, which centered on helping his family and friends, with sage advice and honest sweat, always with a cheerful attitude, and

WHEREAS, Adolph Presidio's passing on July 9, 2017 creates a void in our community which will be difficult to fill, although Adolph would be modest and never recognize how important he was to all who knew him.

NOW THEREFORE, in session assembled, the Board of District Commissioners commends the memories of Adolph Presidio as a true servant and friend of the public, and expresses its appreciation for the time spent with Adolph Presidio and joins all in its sorrow at his departure from this Earth.

This foregoing resolution was offered by Commissioner Smith, supported by Commissioner Hinman. Upon roll call vote, the following totals voted were: "aye": 5 "nay" 0 : absent: 0

The Chairperson declared the resolution adopted.


Terry Walters, Chairman


Laura Brandon-Maveal, Clerk

I, Laura Brandon-Maveal, the duly elected and acting Clerk of Gladwin County, hereby certify that the foregoing resolution, 2017-02 was adopted by the Gladwin County Board of Commissioners at a regular meeting by said Board held on July 25, 2017 at which a meeting quorum was present, by roll call vote of said members.


Laura Brandon-Maveal, Clerk

Numbered Letter 2016-1
Deficit Elimination Plan

July 25, 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.

2016 Net Position

Assets	\$ 43.00	Cash and Equivalents
Liabilities	<u>\$6,131.00</u>	Accounts Payable
	(6,088.00)	Deficit Fund Balance 12-31-2016

2017

Beginning Balance

Cash	\$ 43.00	
Appropriations	\$55,000.00	
State Revenues	\$34,430.00	
Local Revenue	<u>\$ 7,440.00</u>	
	\$96,913.00	Total Assets
Accounts Payable	\$75,300.00	Total Liabilities
2017 Year End	\$21,613.00	Fund Balance (estimated)

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 Aultman supported by Birgel
AYES 5 NAYES 0 ABSENT 0

Resolution Declared Adopted July 25, 2017

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

07/23/2017

REVENUE AND EXPENDITURE REPORT FOR GLADWIN COUNTY
 PERIOD ENDING 06/30/2017
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2017		TENDED BUDGETIAL (ABNORMAL) AL (ABNORMAL)	YTD BALANCE	AVAILABLE
			06/30/2017		BALANCE	

Fund 101 - GENERAL FUND

Revenues
 Dept 000

101-000-409.000	PERSONAL TAX	250.00	294.53	(44.53)	45.00
101-000-479.000	SOIL/EROSION/SEDI/CONTROL	0.00	50.00	(50.00)	50.00
101-000-539.136	DRUG CASE MGMT - DISTRICT	575.00	9,283.11	(8,708.11)	8,709.00
101-000-544.000	MARINE SAFETY PROGRAM	0.00	7,618.70	(7,618.70)	7,619.00
101-000-602.002	DISTRICT CT-ORV ENFORCEMENT COUNTY	0.00	750.00	(750.00)	750.00
101-000-603.148	PROBATE CT - OVERSIGHT FEES	1,300.00	1,342.00	(42.00)	42.00
101-000-618.000	DRAIN UTILITY & SERVICE FEES	0.00	800.00	(800.00)	800.00
101-000-623.005	SOM-SEX OFFENDER REGISTRATION FEE	2,500.00	2,680.00	(180.00)	180.00
101-000-623.148	FAMILY CT - DNA ASSESSMENT	0.00	1.25	(1.25)	2.00
101-000-623.215	SHERIFF-DNA SERVICE FEE	100.00	145.28	(45.28)	46.00
101-000-670.226	GIS WEBSITE REVENUE	4,500.00	5,364.60	(864.60)	865.00
101-000-671.298	OTHER REVENUES/REIMBURSE POSTAGE	0.00	4,732.48	(4,732.48)	4,733.00
101-000-671.410	OTHER REVENUE - ZONING	300.00	1,550.00	(1,250.00)	1,250.00
101-000-677.000	REIMBURSEMENT-RESTITUTION COUNTY	500.00	2,874.33	(2,374.33)	2,375.00
101-000-678.001	OUT COUNTY MEDICAL REIMBURSEMENT	1,000.00	1,062.66	(62.66)	63.00
101-000-683.000	HEALTH INS REIMBURSEMENT	0.00	2,108.80	(2,108.80)	2,109.00
Total Dept 000		8,882,780.00	2,911,617.70		

TOTAL REVENUES

8,882,780.00	2,911,617.70	(29,632.74)	29,638.00
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Expenditures

101-101-802.000	CONTRACTURAL SERVICES	0.00	8,168.00	(8,168.00)	8,168.00
101-131-850.000	TELEPHONE	1,302.00	1,361.55	(59.55)	60.00
101-136-715.000	RECOVERY COURT EXPENSE	0.00	1,430.00	(1,430.00)	1,430.00
101-148-835.000	HEALTH SERVICES	0.00	500.00	(500.00)	500.00
101-148-850.000	TELEPHONE	921.00	1,100.23	(179.23)	180.00
101-215-704.000	WAGES OF DEPUTY CLERK	0.00	300.00	(300.00)	300.00
101-215-706.004	PARTTIME CLERK - HOURLY	0.00	2,682.98	(2,682.98)	2,683.00
101-225-727.000	SUPPLIES AND PRINTING	500.00	519.27	(19.27)	20.00
101-226-727.002	REIMBURSED SUPPLIES	1,000.00	5,565.00	(4,565.00)	4,565.00
101-229-801.001	CONTRACT SERVICES - GLADWIN CITY	0.00	2,000.00	(2,000.00)	2,000.00
101-229-860.000	TRAVEL	500.00	576.42	(76.42)	77.00
101-253-706.001	PART TIME CLERK	0.00	3,670.59	(3,670.59)	3,671.00
101-253-706.004	OVERTIME	0.00	49.38	(49.38)	50.00
101-258-815.933	COMPUTER MAINTENANCE	1,000.00	12,500.00	(11,500.00)	11,500.00
101-265-932.000	VEHICLE REPAIR AND MAINTENANCE	1,500.00	1,646.03	(146.03)	147.00
101-275-727.001	SOFTWARE SUPPORT	0.00	1,315.00	(1,315.00)	1,315.00
101-298-727.000	POSTAGE & SUPPLIES	33,000.00	34,804.18	(1,804.18)	1,805.00
101-301-804.000	TRAINING	2,000.00	2,645.00	(645.00)	645.00
101-331-720.000	FRINGE	0.00	750.00	(750.00)	750.00
101-331-932.001	PATROL CRAFT GAS, OIL AND MAINTENANCE	0.00	9.00	(9.00)	9.00
101-351-704.000	OVERTIME	25,000.00	35,672.58	(10,672.58)	10,673.00
101-351-707.001	BAILIFFS	0.00	1,257.62	(1,257.62)	1,258.00
101-351-727.001	JAIL NURSE SUPPLIES	1,000.00	2,021.22	(1,021.22)	1,022.00
101-351-815.000	JAIL/CORRECTIONS COMPUTER GRANT	8,000.00	8,100.00	(100.00)	100.00
101-371-801.000	MEMBERSHIPS & SUBSCRIPTIONS	150.00	397.00	(247.00)	247.00
101-422-850.000	TELEPHONE	1,247.00	1,366.38	(119.38)	120.00
101-426-802.000	CONTRACTURAL SERVICES	3,000.00	3,090.00	(90.00)	90.00
101-430-720.000	AN SHELTT FRINGE	7,046.00	7,889.59	(843.59)	844.00
101-682-707.000	VACATION HELP	0.00	11.00	(11.00)	11.00
101-682-860.000	TRAVEL	2,000.00	2,586.05	(586.05)	587.00
101-900-970.297	TELEPHONE CAPITAL OUTLAY	0.00	4,471.20	(4,471.20)	4,471.00
101-900-970.426	EMERGENCY MANAGEMENT CAPITAL OUTLAY	0.00	49,212.50	(49,212.50)	49,213.00
TOTAL REVENUES		8,882,780.00	2,911,617.70	(108,501.77)	108,511.00
TOTAL EXPENDITURES		8,882,780.00	4,470,385.86		

NET OF REVENUES & EXPENDITURES

0.00 (1,558,768.16)

Net deficit to Contingent	(78,873.00)
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