

Commissioner Minutes of October 23, 2018

The Gladwin County Board of Commissioners met in Regular Session on Tuesday, October 23, 2018. 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 no changes were made. *Motion by Commissioner Smith, supported by Commissioner Hinman, to proceed with the consent agenda as prepared. Ayes carried, motion passed.*

The regular minutes of the October 9, 2018 were then reviewed. Motion by Commissioner Smith, supported by Commissioner Hinman, to approve the minutes as prepared. Ayes carried, motion passed.

Public Comments: *None at this time.*

The cash balances were then read by Commissioner Aultman. *General Fund - \$1,884,928.64. This balance includes an advance from the 210 EMS Fund of \$600,000.*

Finance Matters – Commissioner Aultman:

1. Josh Reid, City-County Transit, has submitted two resolutions for grants offered through federal funds. The first resolution is for project #2012-0083 for vehicle and terminal office equipment. The second, project 2017-0052 is for operating assistance. Action is needed by roll call on each resolution.
Motion by Commissioner Aultman, supported by Commissioner Birgel, to adopt the resolution for vehicle and terminal office equipment. Roll call vote as follows: Hinman – yes, Walters – yes, Aultman -yes, Smith – yes, Birgel -yes. 5 yes, 0 no. Ayes carried, Resolution 2018-035 declared adopted.
Motion by Commissioner Aultman, supported by Commissioner Birgel, to adopt the resolution for operating assistance. Roll call vote as follows: Walters -yes, Aultman – yes, Smith -yes, Birgel - yes, Hinman -yes. 5 yes, 0 no. Ayes carried, Resolution 2018-036 declared adopted.
2. Each year an additional payment is made to MERS in the amount of \$30,000 toward the underfunding of the County's pension liability. A motion is needed to allow the Clerk to make the \$30,000 distribution on the liability. *Motion by Commissioner Aultman, supported by Commissioner Birgel, for the Clerk to make the additional payment to MERS in the amount of \$30,000. Ayes carried, motion passed.*
3. Nick Madaj, Assistant Court Administrator, has requested approval of the 2018-19 Child Care budget through the Michigan Department of Health and Human Services. A motion is needed to allow the Chairman to sign the document upon presentation. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to approve the 2018-19 Child Care budget as presented. Ayes carried, motion passed.*
4. The Treasurer has provided the following budget amendments for her department:

From	101-253-831.000 Dog Census	\$500.00
To	101-253-727.000 Supplies	\$175.00
	101-253-860.000 Travel	\$175.00
	101-253-803.000 Microfilming	\$150.00

A motion is needed to authorize the Clerk to make the budget amendments as requested. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Clerk to make the budget amendments as outlined. Ayes carried, motion passed.*
5. Undersheriff Hartwell has submitted a proposal to replace a failing camera and encoder for the Jail Camera System. Total cost of the project is \$1,189.55 and can be paid using Securus funds once

- approved. A motion is needed to allow the Undersheriff to proceed with the request using the pricing from ASC. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Undersheriff to proceed with the replacement of the Jail Camera System as requested. Ayes carried, motion passed.*
6. Undersheriff Hartwell would also like to upgrade the software for the Jail Camera System. Total project cost is \$908.70 and will also be paid using Securus funds once approved. A motion is needed to allow the Undersheriff to proceed with the project using ASC. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Undersheriff to proceed with the upgrade of the software for the Jail Camera System as requested. Ayes carried, motion passed.*
 7. The garage doors and “walkthrough” doors at the Jail need replaced. The garage doors are \$2,590.00 and the walkthrough doors are \$2,180.00, with both prices including installation. If approved, these projects will be paid from 101-351-930.000. A motion is needed to approve the projects as outlined. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the purchase of the doors as outlined and to be paid from 101-351-930.000.. Ayes carried, motion passed.*
 8. The County Clerk has requested permission to attend her MACC quarterly meeting in Clare, Michigan on November 29th and 30th. Total cost is \$50.00 plus mileage and can be paid from 101-215-860.000 once approved. A motion is needed to approve the training as requested. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Clerk to attend MACC and be paid from 101-215-860.000. Ayes carried, motion passed.*
 9. Undersheriff Hartwell has researched an option to save money on the disposal of medical waste by using Republic Waste. Monthly, the County is paying \$411.51/month with a pickup disposal method. Using a mail in disposal method through Republic, the County would be charged \$34.97/month. A motion is needed to allow the Undersheriff to establish an account and service contract with Republic Services for the disposal of the Jail’s medical waste and to allow the Clerk to pay the monthly bills upon receipt. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow the Undersheriff to establish an account with Republic Services for the disposal of the Jail’s medical waste and the Clerk to establish an account for monthly payment of bills. Ayes carried, motion passed. Commissioner Smith also commends them for their monthly savings to the County.*
 10. The Sheriff’s Office has worked on a project using LPT funding through EOC for repeater units for their vehicles. An RFP was published, with one bid being received for consideration. A motion is needed to allow the bid from Chrouch Communications in the amount of \$16,746.00 to be forwarded to the LPT meeting for the consideration and approval so that the project can be completed. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to accept the repeater unit bid from Chrouch Communications in the amount of \$16,746.00 and forward to LPT for consideration and approval. Ayes carried, motion passed.*
 11. The County has received their guidelines for the County Incentive Program, or EVIP, for the payment of their revenue sharing funds for 2019. The committee would like the Board to consider using the Clerk and Treasurer for the completion of this program with shared payment due to the Clerk and Treasurer of the 1.5% compensation under policy. A motion is needed to allow the Clerk and Treasurer to complete the EVIP certification with the payment of 1.5% as allowed under the current policy. *Motion by Commissioner Aultman, supported by Commissioner Smith, to allow the Clerk and Treasurer to complete the EVIP and compensate them the 1.5% as allowed under the current policy. Ayes carried, motion passed.*

New Business:

Karen Blonde spoke on the Community Development Block Grant (CDBG) and it’s benefits to members of the community and how it worked. Discussion.

There was discussion on the Letter of Understanding submitted by the Equalization Office to move Janine Marchington from Unit 6 to Unit 7 with the title of Principal Data

Clerk and no increase in her rate of pay. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to move Janine Marchington, Equalization Clerk, from Unit 6 to Unit 7 with no change in pay but new job classification as Principal Data Clerk.*

Fred Shaver spoke on behalf of the Gladwin County Fair Board and some issues with Mike Hargrave and the Airport over the empty lot across from the Fairgrounds. *Motion by Commissioner Hinman, supported by Commissioner Birgel, to move this discussion to the November 8th Airport Meeting.*

Attorney Hovey spoke on the current situation with the Drain Commissioner and the fines assessed by DEQ, stating there has been no formal offer or acceptance by the County on these fines and they are still in the process of working with the Drain Commissioner to get these problems resolved.

Commissioner Reports by District –

Commissioner Hinman reported:

- On attending the Gladwin Township meeting and that things are going well.
- On attending the Clement Township meeting and that things are going well.
- On attending the Sherman Township meeting and that things are going well.
- On the Butman Township meeting that he had to miss, as he was out of town.
- On the Airport Meeting where they also discussed the lot across from the fairgrounds.
- That he attended the Parks and Recreation meeting on October 17th.

Commissioner Smith reported:

- On attending the special Library Board meeting on October 9th and developing an ad for the new Director search.
- That she attended the Hay Township meeting on October 11th and things are going well there, noting they were a great group to work with.
- HSCB was October 17th and there is a new in-home substance abuse service available which is the only one in the State of Michigan.
- On the regular Library Board meeting on October 17th where they approved the language for the Director search.
- The Parks & Rec meeting on October 17th and the minutes are in the Board packet.
- That she attended the Meet the Candidates on October 17th and enjoyed the information available and wished to thank the Chamber of Commerce for hosting.
- On the Buckeye Township meeting on October 18th, noting they are another great group to work with and that she couldn't get home after the meeting because there was a huge tree across Hockaday Road and had to turn around for an alternate route.
- That she attended the Land Bank meeting on October 18th where they were brought up to date on construction of the house in Beaverton by the RESD Construction Trades Class and that it was looking good.
- That Tobacco River Muzzleloader Gun Club would be holding site in days November 10th through November 14th from 9:00 a.m. to 5:00 p.m. and it would be \$6.00 per firearm.

Commissioner Birgel reported:

- That he attended the Beaverton City meeting and they hired a permanent Treasurer and also made major restoration on the holiday lights in the City.
- On attending the Grout Township meeting where FEMA and flood insurance was discussed.
- On the meeting in Lansing and that he enjoyed the ride in one of the new cruisers.
- On the Airport meeting and they will deal with the fairground problem at the next.
- That he will be attending the CMHD meeting on October 24th at the college.

Commissioner Aultman reported:

- That she attended the conference in Livonia with Gayle for the Michigan State Treasurers, noting the County's bank statements need to be reviewed, the County is way behind on the number of policies they have adopted and that the County needs to work on financial stability with a five year plan instead of year to year.
- On the October 11th meeting with the Chairman and Architect, noting they are fine tuning the USDA project.
- On attending MAC in Grayling on October 15th and found it extremely interesting, noting most counties have a Controller/Administrator and how this County is seriously in need of an Administrator.
- On attending Meet the Candidates on October 16th, noting Scott read the Chairman's letter but didn't spend enough time on it so she proceeding to highlight several points of it and the Chairman's accomplishments.
- That she missed the Secord Township meeting on October 17th because she attended the insurance meeting here.
- On the Veterans meeting on October 17th, noting there are a couple grants available that would allow the hiring of part-time help.
- On attending Finance in the morning on October 18th and then Court negotiations in the afternoon.
- On participating with POAM union negotiations.

Commissioner Aultman then spoke on the need for the County to advertise for the hiring of an Administrator for a 3 year contract period. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to advertise for a County Administrator for a three year contract.* Lengthy discussion was had, including public comments. Commissioner Smith asked that the vote be recorded by roll call. Roll call vote as follows: Walters - yes, Aultman - yes, Smith -no, Birgel -yes, Hinman -yes. 4 yes, 1 no. Ayes carried, **motion passed.**

Comments from the Chairman:

- On attending the EDC meeting on October 10th with Bob Balzer, commenting he was a great person and we were lucky to have him.
- On attending the Sage Township meeting where things were going well other than the problems with the siren but were moving forward to correct them.
- On meeting with Ron Hope from the CERT group and things were sounding great with Marianne and they were receiving lots of help on Grants from others.
- On meeting with the Architect on October 11th and things were moving forward.
- On the Leadership meeting on October 12th, noting it was a real eye opener on all the dams.
- That he had to miss the bike trail dedication on October 14th for his grandson's party.

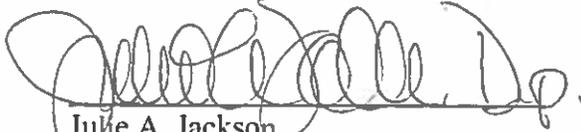
- On the Sugar Springs Authority on October 15th, noting the emergency there with the gate problems on the dam and the major work needed next year.
- That he attended the Gladwin City meeting on October 15th and all was going well with lots of projects and there were 27 candidates that applied for the City Administrator position.
- That he attended the Insurance meeting on October 17th.
- That he attended the Veterans Board meeting.
- That he attended the POAM meeting
- On attending the Finance meeting on October 18th.
- On attending the LPT meeting and how they were trying to catch things up with Marianne being out and the need to get with IT Right and the phone people so they could get into her computer for needed things and her messages from her phone.

The Sheriff then spoke on the hiring of a County Administrator, expressing his concern that they're trying to move too fast with getting someone in here by January 1st, noting the City has been looking for months.

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

It was then noted that the motion on the Equalization Letter of Understanding would have to be amended to include the rate of pay increase to Unit 7. *Motion by Commissioner Aultman, supported by Commissioner Birgel, to allow for Janine Marchington, Equalization Clerk, to be moved to Unit 7 and also receive Unit 7 wages. Ayes carried, **motion passed.***

*Motion by Commissioner Walters, supported by Commissioner Aultman, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 10:22 a.m., until the next regular Board meeting on November 13, 2018 at 9:00 a.m., unless otherwise ordered.*


Julie A. Jackson
Chief Deputy Clerk


Terry Walters
Chairman



RESOLUTION OF INTENT

Resolution# 2018-035

The following resolution was offered by Aultman

And supported by Birgel

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. 127673, Auth No. P12/R1 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal
County Clerk

October 23, 2018
Date

Date: September 27, 2018
Agreement No.: 2012-0083
Authorization No.: P12/R1
Job No.: 127673
Agenda: MA

**REVISED PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2016 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 23, 2016
Authorization Expiration Date: September 22, 2019
Fiscal Year of Effective Contract Clauses: 2016

The Federal grant associated with the PROJECT AUTHORIZATION is Temporary No. 1207-2016-4 /Permanent No. MI-2016-037.
Award Year: 2016 Federal Item Number: WK0058

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: <https://www.dol.gov/olms/regs/compliance/compltransit.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 item for terminal/office equipment and adjust funding among the line items.

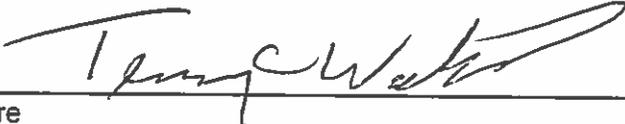
<u>Line No.</u>	<u>Item</u>	<u>Line Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
<u>Vehicle equipment:</u>					
1	Propane conversion kits (830)	11.14.04	\$27,188	\$6,797	\$33,985
<u>Terminal/office equipment:</u>					
2	Up to one administrative vehicle (822)	11.42.20	<u>8,812</u>	<u>2,203</u>	<u>11,015</u>
Total			\$36,000	\$9,000	\$45,000

Funding sources:

2016/56150/3120 \$36,000 (F)
 2016/87750/1120 \$ 9,000 (S)

PRF Nos.: 2016-423
 2018-802

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



RESOLUTION OF INTENT

Resolution# 2018-036

The following resolution was offered by Aultman

And supported by Birgel

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 Job No. 203346, Auth No. P8 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal
County Clerk

October 23, 2018
Date

Date: September 1, 2018
Agreement No.: 2017-0052
Authorization No.: P8
Job No.: 203346
Agenda: MA

**PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2019 SECTION 5311 OPERATING
JOB ACCESS AND REVERSE
COMMUTE 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 provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: October 1, 2018
Authorization Expiration Date: September 30, 2019
Fiscal Year of Effective Contract Clauses: 2019

The Federal grant associated with the PROJECT AUTHORIZATION is Temporary No. 1207-2017-3/Permanent No. MI-2017-030.
Award Year: 2019 Federal Item Number: WK0059

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Job Access and Reverse Commute Program is 20.516.

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/reqs/compliance/compltransit.htm>.

For operating, the AGENCY agrees to prepare and furnish 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, 2018, through September 30, 2019). The manual is available on the web at www.michigan.gov/mdotptd.

For capital, the AGENCY agrees to prepare and furnish to MDOT quarterly milestone reports due 10 days after the end of each quarter. The AGENCY also agrees to submit annual performance reports as required by the FTA.

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 executed PROJECT AUTHORIZATION. If funds have not been obligated within twelve months, MDOT may cancel this PROJECT AUTHORIZATION and the AGENCY will no longer have access to the funds. MDOT will not extend this PROJECT AUTHORIZATION beyond three years except for very unique circumstances as determined by MDOT. MDOT will allow for additional time for new facility construction projects if sufficient progress is being made to complete the project.

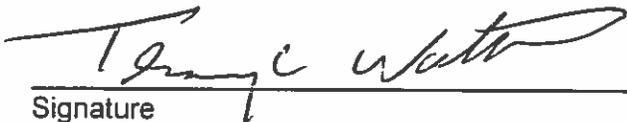
<u>Line No.</u>	<u>Item</u>	<u>Line Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
1	Operating assistance	30.09.05	\$41,143	\$41,143	\$82,286

Funding sources:

2019/56150/3120 \$41,143 (F)
 2019/67810/1120 \$41,143 (S)

PRF No.: 2018-449

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