



**GLADWIN COUNTY
DISTRICT BOARD OF COMMISSIONERS**

401 West Cedar Avenue
Gladwin, Michigan 48624
(989) 426-4821

commissioners@gladwincounty-mi.gov

Instructions for accessing remote hearings:

1. Go to: [Gotomeeting.com](https://gotomeeting.com)
2. In the upper right, click "Join"
3. In the box asking for the meeting ID, type: 248 796 085 and click Join
4. (OR) Call by phone using # 872-240-3212 access code 248 796 085
5. All parties will be muted upon entry and will stay muted until recognized by the Board Chair.

COMMITTEE OF THE WHOLE

January 12, 2021 9:00 a.m.

1. **Public Comments:**
2. **City Administrator's Report:**
3. **County Affairs:**
 1. 2021 Committee Appointments – *Chairperson Moore*
 2. Use of Transcript Equipment and Office Facilities – *Magistrate Post*
 3. Recommendation from Planning Commission – *Commissioner Kyle Grove*
4. **County Facilities and Transportation:**
5. **Data:**
 1. Register of Deeds Server Component Quote – *Registrar Clayton*
6. **511 Council:**
7. **Gladwin Parks and Recreation:**
8. **Insurance:**
9. **Memorial Restoration:**
10. **MERs:**
11. **Public Safety:**
12. **Personnel:**

1. Job Description for County Administrator – *Chairperson Moore*
2. Inter Governmental Agreement for Circuit Court Clerk Services – *Clerk Hulme*
3. Jail Staffing Request for a RN Supervisor Position – *Undersheriff Hartwell*
4. Part-time Judicial Assistant Position – *Magistrate Post*
5. Job Posting for Veterans Affairs Administrative Assistant – *VA Director Roberts*
6. Job Posting for Deputy County Clerk – *Clerk Hulme*

13. Finance:

1. Letter of Engagement for Audit by Anderson, Tackman & Company, PLC – *Treasurer Van Tiem and Interim Administrator Maveal*
2. Creation of Fund 213 for the Victims Advocate Companion Account in the Prosecutor's Office – *Prosecutor Miller and Treasurer Van Tiem*
3. Indirect Costs Billings 2021 – *Treasurer Van Tiem and Interim Administrator Maveal*
4. CEO Certification Expense – *Clerk Hulme*

14. Report from Civil Attorney:



Kyle Grove, District 1, (Sherman, Butman, Clement, Gladwin Twp.)
Ron Taylor, District 2, Vice-Chairperson (Sage and Gladwin City)
Kyle Diller District 3, (Bentley, Billings, Bourret, Grim & Secord)
Karen Moore, District 4, Chairperson (Buckeye, Hay & Tobacco)
Rick Grove, District 5, (Grout, Beaverton City, Beaverton)

Instructions for accessing remote hearings:

1. Go to: [Gotomeeting.com](https://gotomeeting.com)
2. In the upper right, click "Join"
3. In the box asking for the meeting ID, type: 248 796 085 and click Join
4. (OR) Call by phone using # 872-240-3212 access code 248 796 085
5. All parties will be muted upon entry and will stay muted until recognized by the Board Chair.

Board Agenda January 12, 2021 9:30 a.m.

Consent Agenda – All bolded items will be approved with the motion to approve the agenda.

- A. Call to Order by Chairperson
- B. Pledge of Allegiance
- C. Roll Call
- D. Corrections or Additions to the Consent Agenda
- E. Reading of Cash Balances
- F. **Approval of the Board Minutes:**
 - December 22, 2020 Board Meeting**
 - January 6, 2021 Organizational Board Meeting**

G. Communications:

H. Finance Reports/Claims and Accounts General Fund

Based on discussion at the Committee of the Whole meeting; which immediately proceeded this meeting, each action will be handled by motion or tabled for additional research as needed.

1. Register of Deeds Server Component Quote.
2. Letter of Engagement for Audit.

3. Creation of 213 Fund for Victims Advocate Account.
4. 2021 Indirect Costs Billings.
5. CEO Certification Expense.

I. Committee Meetings

J. Miscellaneous:

K. New Business:

Based on discussion at the Committee of the Whole meeting; which immediately proceeded this meeting, each action will be handled by motion or tabled for additional research as needed.

1. 2021 Committee Appointments
2. Use of Transcript Equipment and Office Facilities
3. Recommendation from Planning Commission to rezone Section 5, part of the NW ¼ of SW ¼ from B1 to RF in Buckeye Township.
4. Approval of County Administrator Job Description.
5. Inter Governmental Agreement for Circuit Court Services.
6. Jail Request to Hire a RN Supervisor Position.
7. Part-time Judicial Secretary Position.
8. Veterans Administrative Assistance Job Posting.
9. Deputy County Clerk Job Posting.

L. Chair Comments:

M. Board Member Comments/Report:

1. Kyle Grove, District 1: Township Meetings and Committee Meetings:
2. Ron Taylor, District 2: Township Meetings and Committee Meetings
3. Kyle Diller, District 3: Township Meetings and Committee Meetings:
4. Karen Moore District 4: Township Meetings and Committee Meetings:
5. Rick Grove District 5: Township Meetings and Committee Meetings:

N. Administration Reports

O. Public Comments

P. Receive and File

Library Statistics – December 2020

MVAA Emergency Relief Grant Award - \$26,779.19

Q. Adjournment

Individuals with disabilities requiring auxiliary aids or service at the meeting should contact the Board of Commissioners' Office at (989) 426-4821