



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

Board Agenda April 27, 2021 9:30 a.m.
Agenda and supporting attachments are subject to change.

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:**
April 13, 2021 Regular 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. Award formal bid for the Demolition of Concrete Structures
- 2. Shelter Software Program
- 3. Use of Fund 369 for the American Rescue Plan (ARP) Funding

I. Committee Meetings

Committee of the Whole of April 13, 2021
Data Committee Minutes of April 15, 2021
County Facilities and Transportation Minutes of April 22, 2021

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. BCBSM Group Enrollment for Gladwin County Inmates
2. Action on Four Lakes Task Force Land Use Guidelines (if required).

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. Michael Szuch, 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

Four Lakes Task Force Operations Assessment Flyer
Bylaws of the Gladwin County Veterans Affairs Committee

Q. Adjournment

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



The Gladwin County Board of Commissioners met for the regular board Meeting, on April 13, 2021. The meeting was called to order at 10:32 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was said, roll was called, Commissioner Kyle Grove attended virtually from Gladwin & Commissioner Rick Grove attended virtually from Englewood Florida, all other commissioners were present.

The Board reviewed the Consent Agenda –

Chairperson Moore added to the following topics to the agenda: District Court Contract and April 27 In-person Meeting. Motion made by Commissioner Taylor to accept the agenda with changes, seconded by Commissioner Rick Grove. Roll call vote, all in favor motion carried.

Cash balances were read by Commissioner Taylor. General Fund balance - \$108,840.22 before payment of bills.

Communications

Finance

1-Motion by Commissioner Kyle Diller to allow Dispatcher Zelt to attend a 40-hour advance dispatch training in the amount of \$699 plus hotel, food and mileage to be paid from line item 282-000-804.001, Wireless Training Fund, and to allow the interim administrator to use the credit card for these reservations. Seconded by Commissioner Ron Taylor, roll call vote, 5-Y, motion carried.

2- Motion by Commissioner Ron Taylor to pay \$1250 from line item 101-101-759.000, Commissioners Miscellaneous, for six easement and two surveys of the Gladwin County Welcome Sign Project. Seconded by Commissioner Kyle Diller, roll call vote, 5- Y, motion carried

3- Motion by Ron Taylor to allow Animal Control Officer Maveal to attend the annual spring conference in the amount of \$ 449.94 plus mileage and meals, to be paid from line item 101-430-860.000, Animal Control Travel line. Seconded by Commissioner Kyle Diller, roll call vote, 5- Y, motion carried.

4- Motion made by Commissioner Kyle Diller to allow Susan Walker to attend the Michigan Sheriffs Association 2021 Summer Seminar in the amount of \$150 plus lodging, food and mileage from line item 264-000-804.000, Corrections Training Fund, and to allow the interim administrator to use the county credit card to make this reservation. Seconded by Commissioner Ron Taylor, roll call vote, 5 – Y, motion carried.

5- Commissioner Ron Taylor made a motion to allow Sgt Gruhzt to attend the Colt Armorer School at Delta College in the amount of \$550 plus mileage and meals, from line item 264-000-804.000, Corrections Training Fund. Seconded by Commissioner Kyle Diller, roll call vote, 5-Y, motion carried.

6- Motion made by Commissioner Ron Taylor to allow the purchase of six new tasers for the jail in the amount of \$19,592.58, to be disbursed as follows: \$3000 from MMRMA Grant Funds, \$13,327.15 from 101-351-930.001, Equipment Maintenance line, and \$3,265.43 from line item 101-430-727.000, Supplies line. Seconded by Commissioner Kyle Diller, roll call vote, 5 – Y, motion carried.

7 – Motion made by Commissioner Kyle Diller to allow Interim Administrator Maveal to perform the 1st Quarter 2021 Budget Amendments as provided for review, seconded by Commissioner Ron Taylor. Roll call vote, 5 – y, motion carried.

8 – Commissioner Kyle Diller made a motion to allow Maintenance Supervisor Rick Ghent the annual purchase of garbage can liners in the amount of \$997.50, to be disbursed as follows: \$748.12 from line item 101-351-930.000, Building Maintenance fund, and \$249.38 from 101-265-727.000 Custodial Supplies fund. Seconded by Commissioner Ron Taylor, roll call vote, 5 – Y, motion carried.

9- Motion made by Ron Taylor to allow Interim Administrator Maveal to use the county credit card to purchase a used Polycom monitor from Ebay for the Jail; amount not to exceed \$125, from line item 101-258-801.001, Website Services. Seconded by Commissioner Kyle Diller. Additional comment from Chairperson Moore and Commissioner Kyle Grove. Roll call vote, 5 – Y, motion carried.

10 – Motion made by Commissioner Ron Taylor to allow the undersheriff to purchase the annual ammunition supply, in the amount of \$3,430.62 from line item 101-301-728.000, Ammunition line. Seconded by Commissioner Kyle Diller.

Further conversation from Commissioner Kyle Grove.

Amended motion by Commissioner Taylor to allow the undersheriff to purchase the 2021/2022 ammunition supply, in the amount of \$3,430.62 from line item 101-301-728.000, Ammunition line. Amended motion Seconded by Commissioner Diller, roll call vote, 5- y, motion carried

Committee Meetings

New Business

1 – Motion by Commissioner Ron Taylor to adopt the resolution for the 2021 County Equalization and to allow the Clerk and the Chairperson to sign the L-4024 & L-4037 forms. Seconded by Kyle Diller, roll call vote, 5-Y, motion carried.

2- Motion by Commissioner Ron Taylor to accept, receive and file the 2020 Annual Drain Report. Seconded by Commissioner Kyle Diller. Additional comments of support from Commissioners Rick and Kyle Grove. Roll call vote, 5 – Y, motion carried.

3 – Motion by Commissioner Rick Grove to request a formal bid on concrete structures and sidewalks for the repairs needed on the front stairs of the court house, seconded by Commissioner Kyle Grove. Additional comments from Commissioner Rick Grove. Roll call vote, 5- Y, motion carried.

4- Motion by Chairperson Moore to appoint Michael Szuch to the District 3 vacant commissioners seat, Seconded by Commissioner Kyle Grove. Additional conversation was had about moving forward on this vote today. Chairperson Moore would like someone in that seat to conduct county business, and not leave the seat vacant; today Commissioner Diller is still on the board and can vote representing District 3, and there is business to be addressed before our next meeting. Commissioner Rick Grove would like to speak with the third candidate before voting. Roll call vote.3 -Y, K. Grove, Diller, and Moore; 2-N, Taylor and R. Grove, motion carried.

Michael Szuch will be appointed as District 3 Commissioner at the close of this meeting.

5 – Motion by Ron Taylor to allow the Chairperson and Union Reps to enter into an inter-governmental agreement with Houghton Lake Building Agency for a building official and will allow Attorney Hoerauf to work with their attorney on any changes necessary. Seconded by Kyle Diller Roll Call vote, 5- Y, motion carried.

6 - Motion by Ron Taylor to allow the District Court to extend the part time contract for employment of Linda Hawkins, up to 15 hrs./ week while courts are in phase 1 or 2. Seconded by Kyle Diller, roll call vote, 5- Y, motion carried.

7- Motion by Chairperson Moore to hold the April 27, 2021 Board Meeting be held in person Seconded by Commissioner Ron Taylor. Roll call vote, 4- Y, 1 abstention by Kyle Diller, motion carried.

Chairperson Comments

Chairperson Moore spoke to address:

- In reference to this mornings' conversation, I did not receive an email from Ms. Reid, but receive 60-100 emails a day, I apologize and will look for a future email.
- Mr. Woodrow, we did get your information; regarding the Four Lakes Task Force being the County's delegated authority, there are six meetings to be held, and I would recommend residents attend these in order to gain information. Afterward, I propose that we have a "townhall", at the city park to discuss further.
- The private property signs – those properties are under the direction of emergency management, owned by the county. His information has been updated, please check the website.

Board Comments

Commissioner Kyle Grove, District 1 –

Gave an update from the sports complex.

Commissioner Ron Taylor, District 2 –

Continues to share frustration with virtual meetings

March 5th, attended the City meeting at the new Road Commission building

March 9, Special Meeting to receive district 3 applicants

Pratt Lake meeting with Spicers to develop a plan.

Commissioner Kyle Diller, District 3 –

Congratulations to Michael Szuch.

Thank you to the Commissioners for your assistance during my time on the Board.

Commissioner Karen Moore, District 4 –

Rain and flood studies today at 5:00

Michigan Association of Counties has a weekly podcast and finance committee on Mondays

Legislative Breakfasts concluded on April 9th

Covid numbers are going up, but am happy to be able to meet in person on April 27.

Thank you to Commissioner Kyle Diller for his service.

Commissioner Rick Grove, District 5 –

Welcome to Michael, Kyle we hate to see you go, you did a good job.

Covid numbers are going to go up

Been gone for 12-13 days, not meetings to report on.

Administrators Report

Public Comment

Andre Shepcheck, Hay township – thank you for addressing the private property signs. Would like to see the Four Lakes ask Force signs replaced with Gladwin/Midland county signs.

Diana Mella, Gladwin Township – hopes that the ability to attend virtually remains an option for those who cannot attend in person. Asked about the Owl purchase for improving virtual performance.

Gayle Reid, Sage Township – it's been good to know what line items are being paid from and appreciates roll call votes.

Chris Waugh, from the city of Gladwin – asked if the concrete bid had gone out, or are we getting them now. Answered by Chairperson Moore. Suggested that we go back to holding the COW the week before the Board Meeting.

Hue Woodrow, Gladwin MI – asked if the commissioners have a say in assessments or have documents of "necessity of benefits" for properties along the river.

Kelly Bax, Coleman MI – voiced her concerns for commissioners voting virtually, would like the camera pointed toward the flag during the pledge, asked about participation in the Four lakes Task Force meetings, welcomed Michael Szuch, and addressed Commissioner Rick Groves comments to postings on Facebook.

Karen LaCroix, Smallwood Lake - stated her support of Kelly Bax, feels she is not getting answers.

Robert Huntoon, Billings Township, MI – asked about a meeting with Four Lakes Task Force before the next vote on assessments.

No other public comment.

Chairperson Moore commented that she would like to have the meeting before voting, and clarified the remote vote standpoint for virtual meetings per state orders via COVID

Motion to adjourn by Commissioner Kyle Diller, seconded by Commissioner Ron Taylor at 11:40 am

Karrie Hulme, County Clerk

Karen Moore, Chairperson

Posted 04/21/2021



The Gladwin County Board of Commissioners met for the Committee of the Whole Meeting, on April 13, 2021. Chairperson Karen Moore called the meeting to order at 9:00 a.m. The Pledge of Allegiance was said. Roll was taken, Commissioner Kyle Grove attended virtually from Gladwin, Commissioner Rick Grove attended virtually from Englewood Florida; all other commissioners were present.

Public Comment Commissioner Moore reminded residents that Public comment is 5 minutes, and for information, not back and forth conversation.

_ Gayle Reid, Sage Township - Gladwin MI. Questions about email communications with the county, were emails received, can the commissioners meetings be rearranged so that a Commissioner does not have conflicting meetings, also had budget questions

_ Kelly Bax, Coleman MI - stated concerns about commissioners voting during virtual meetings, also asked if District 3 residents would have the opportunity to meet with candidates, also asked about meeting in person.

_ Diana Mella, Gladwin Township, Gladwin MI - access code given for call in was incorrect.

_ Hugh Woodrow, Gladwin MI, Hay Township – submitted a letter to the County Commissioners, represents Tittabawassee Homeowners Association; sees no benefit of being in the special assessment district. Discussed differences in residents' assessments.

_ Andre Shepcheck, Gladwin county Hay Township, Molasses River – asked about Private Property signs at the last meeting, wanted to be put on the agenda. Stated Four Lakes Task Force does not own these properties, they are public property and signs should be removed.

_ Magistrate Elizabeth Post, Clare MI - District Court is looking to renew the request for Linda Hawkins due to the return to Level 1, COVID guidelines.

_ Corrine Wood, Homestead Florida – expressed her support for Michael Szuch for the District 3 Seat.

_ Chris Waugh, Gladwin MI – stated she had sent an email to the Commissioners via the county link, and asked that the Commissioners read the correspondents.

No other comments

City Administrator Report – none

County Affairs

1. Statutory Equalization – Pete Preston, Equalization Director – Mr. Preston spoke about the March Board of Review, Accessed Property Values are at approx. \$1,346,000,000, Taxable Values are roughly \$1,480,000,000, that is an increase of approx. \$77,000,000 in market value. Chairperson Moore asked about comparisons to former years. Less accessed values than prior, but more turn over in homes.
2. 2020 Annual Drain Report and Office Updates, Terry Walters, Drain Commissioner – Chairperson Moore thanked Drain Commissioner Walters for his work. Terry gave an overview of the Wilford Solar Plan, work being conducted by Consumers and AT&T. Progress at Chapel Dam discussed, Spicers is

looking at Pratt Lake, Burleson & Davidson are working on communication with EGLE and the beaver dams are being taken care of. Commissioner Taylor commented on improved communications in the Drain Office, and commended Drain Commissioner Walters for his work.

County Facilities and Transportation-

1. Request for Formal Bid on Concrete– trying to redo the steps to correct leaking water from that area. Chairperson Moore thanked Commissioner Rick Grove for working on this project.
2. Annual garbage Update – Interim Administrator, annual process to review quotes.

Data –

1. Interim Administrator Maveal – IT right service ticket put in for a broken monitor, due to the age of the Polycom, a purchase through Ebay is recommended. Seeking permission to use the county credit card to make this purchase. Chairperson Moore commented on former conversations about repairing the polycom system.

511 Council – none

Gladwin Parks and Recreation – none

Insurance – none

Memorial Restoration - none

MERS - none

Public Safety –

1. Full Time Corrections Officer positions, Laura Maveal – discussed previously at the March 23 meeting, and was able to make both positions cost neutral, positions have been posted. Chairperson Moore commented on the cost of overtime, and the importance of creating these positions.

Personnel

1. District 3 Commissioners Seat – held meeting on April 9, received and reviewed applicants.
2. Houghton Lake Building Agency - Interim Administrator Maveal discussed an opportunity to share services for a building official, with the Houghton Lake Building Authority. Chairperson Moore asked about
3. District Court - extension of the contract with Linda Hawkins was discussed. Commissioner Taylor reminded residents of former conversation to allow this action based on COVID levels.

Finance

1. USDA Grant Funding, Interim Administrator Maveal – two patrol vehicles were ordered in 2020, both vehicles came in the last week of March 2021, creating budget issues. USDA grant funding was able to be used for the first vehicle.
2. Budget Amendment – as a result of the above stated, both vehicles are cost neutral to the 2021 budget.
3. Advanced Dispatch School, Mike Brubaker – state certified dispatcher continuing education was discussed, cost \$699 from state funds, no cost to the county.
4. Welcome Signs, Interim Administrator Maveal – Mr. Balzer is seeking funding to place signage, review of invoice submitted for this purpose. Chairperson Moore discussed former assistance to the EDC.

5. Spring Conference, Animal Control – Animal Control Officer Maveal is requesting permission to attend the annual conference in Mackinac Island. Commissioner Taylor explained that the funds are already allocated, no cost to the general fund, and very beneficial.
6. MI Sheriffs Association, Interim Administrator Maveal - \$150 has already paid, no cost to the general fund.
7. Colt Armorer School for Sgt. Gruhzt, Interim Administrator Maveal - Training issued for Sgt. Gruhzt to be able to conduct training.
8. Proposed Taser Contract, Interim Administrator Maveal – Sgt. Gruhzt expressed the need for new tasers due to failing equipment. This purchase will be eligible for a \$3000 reimbursement from MMRMA.
9. 1st Quarter 2021 Budget Amendments, Interim Administrator Maveal – small amounts needing to be adjusted, presented to the board for review. Chairperson Moore asked about the \$7000+ in miscellaneous expense adjustments. Interim Administrator Maveal explained an actuary study being completed, Clerk Hulme explained the current contract with Election Source and for the training of new staff. Commissioner Grove asked about, overtime hours, Clerk Hulme explained those are hourly wages as a result of being under staffed.
10. Annual Ammunition Purchase, Undersheriff Ray Hartwell – Request for an increase to the annual ammunition purchase. Chairperson Moore asked about pricing and inventory requirements; Commissioner Kyle Grove asked about time restraints.

Report from Civil Attorney –

Attorney Hoerauf reported the grievances have been resolved, negotiation summaries are in process, anticipate closed session meeting for negotiation strategy, insurance reports on flooding are being received, zoning on AmeraHemp pre-trial hearing scheduled, initial disclosures have been filed.

Commissioner Moore extended local emergency order to remain remote, will be proposing an in-person meeting for the next meeting based on the most recent orders/guidelines in the State. Would be in compliance as long as we are socially distanced and wearing masks. Attorney Hoerauf concurred.

No additional discussion. Meeting closed at 10:15 a.m.

Karrie Hulme, County Clerk

Karen Moore, Chairperson

Posted 04/21/2021

DATA Committee Minutes

April 15, 2021

11:00 a.m.

In attendance: Commissioner Kyle Grove
James Maveal, Animal Control Supervisor
Tom Conway, IT Right
Laura Maveal, Interim Administrator

The DATA committee met virtually to discuss the following topics for consideration:

1. Holly Stearns, Stearns Marketing, has provided the committee with a sample webpage design for their review. The committee has requested an interactive/sample link to view the changes so that they may make suggestions at the May 21, 2021 meeting. The Interim Administrator will contact Ms. Stearns on this request.
2. The quote for the two additional laptops for the Jail Polycom system can be removed from the pending que with IT Right. A monitor has been ordered at the recommendation of IT Right and Michigan Supreme Court at the cost of less than \$100.00. This should resolve the current issue and offer a supplement to the tablets that are currently being used during court proceeding between the Jail and the Courtrooms.
3. Discussion on the eFax project through XMedius. IT Right has run the required script for MOS on March 26, 2021 and is now waiting for fax groups to be established. Interim Administrator Maveal will follow up with Dan Rahrig from MOS on this portion of the project.
4. James Maveal, Animal Shelter Supervisor, spoke to the committee on a Shelter Management Program for his department. IT Right has reviewed the operating system requirement for the program and stated the program can be supported with the Shelter's current hardware. Cost of this program is \$340.00 annually and would include updates and support services. Mr. Maveal will obtain a copy of the contract (if any) from the vendor so that it may be reviewed by Attorney Hoerauf before the Board acts on this matter.
5. The Office 365 project will be tabled until the May committee meeting so the final stages can be resolved with the XMedius implementation.
6. The March 2021 Server Report was reviewed. Mr. Conway noted that there are no issues contained within the report and that the county is doing very well.
7. The Cyber Security Benchmarks will be available for committee review at the May 2021 meeting. Mr. Conway discussed the reports and policies that are required by the State of Michigan for all municipalities. IT Right will be providing these services to the County of Gladwin at no cost and will store the recorded data for the State of Michigan as needed.

Meeting adjourned at 11:25 a.m.

County Facilities and Transportation Committee
April 22, 2021
1:00 p.m.

Present: Commissioner Kyle Grove
Commissioner Rick Grove
Rick Ghent, Maintenance
Joe Armstrong, Maintenance
Treasurer Christy VanTiem
Sheriff Michael Shea
Undersheriff Raymond Hartwell
Corporal Trevor DeMoines

The formal bids for the demolition of the front steps are due on Monday, April 26, 2021. Commissioner Rick Grove will open these bids for public inspection at the April 27, 2021 Committee of the Whole meeting.

Rick Ghent spoke on the five (5) trees that need to be cut down on the Courthouse grounds. Mr. Ghent will work on collecting bids for this project and present them to the committee for their recommendation to the Board.

Outstanding Projects:

1. Courthouse Roof – this project has been forecasted for the 2022 budget year and will need to be published by RFP.
2. Jail Windows – This matter is tabled until the Risk Limiting Audit can be completed at the Jail.
3. Annex Building – The west side of the building will need to be power washed and sealed to prevent the leaking that is occurring within the walls. Mr. Ghent will collect bids for the committee to review prior to submitting to the Board for their consideration.
4. Mr. Ghent stated that all filters have been changed on the fan coils, noting there are over 35 different filters needed. Mr. Ghent asked that the committee consider uniformity in future projects.
5. MSU Sewage Backup – A flush valve has been ordered for this line and should correct the ongoing issue.

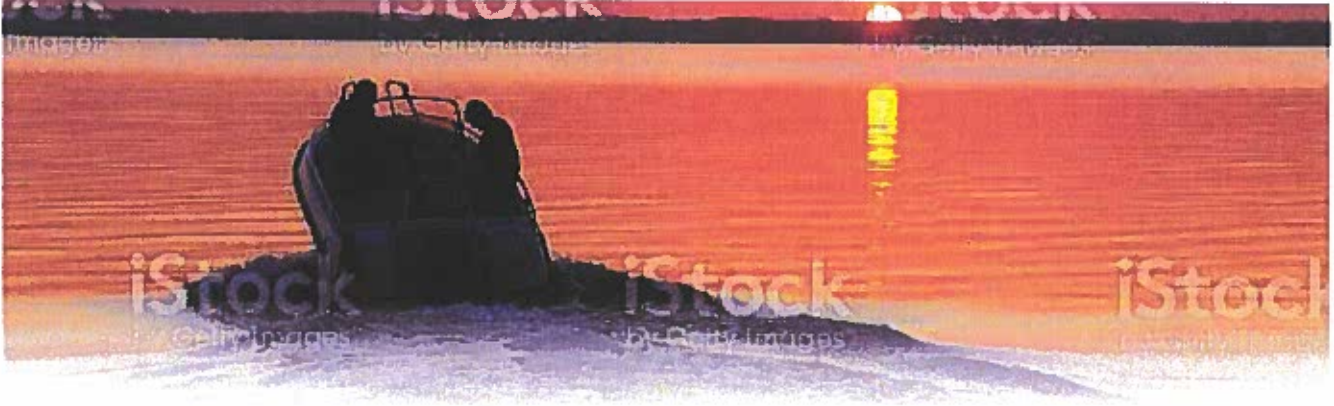
The committee engaged in a discussion on the many needs and repairs at the Jail. Interim Administrator Maveal will contact MMRMA to have a Risk Limiting Audit conducted. After review of the findings, the committee can move forward by opinion and direction from the Insurance Carrier on how to reduce liability in the most cost-effective manner.

Meeting adjourned at 1:52 p.m.

A handwritten signature in black ink, appearing to be 'Y. P. M.', is written below the meeting adjournment text.



Four Lakes Task Force Operations Assessment

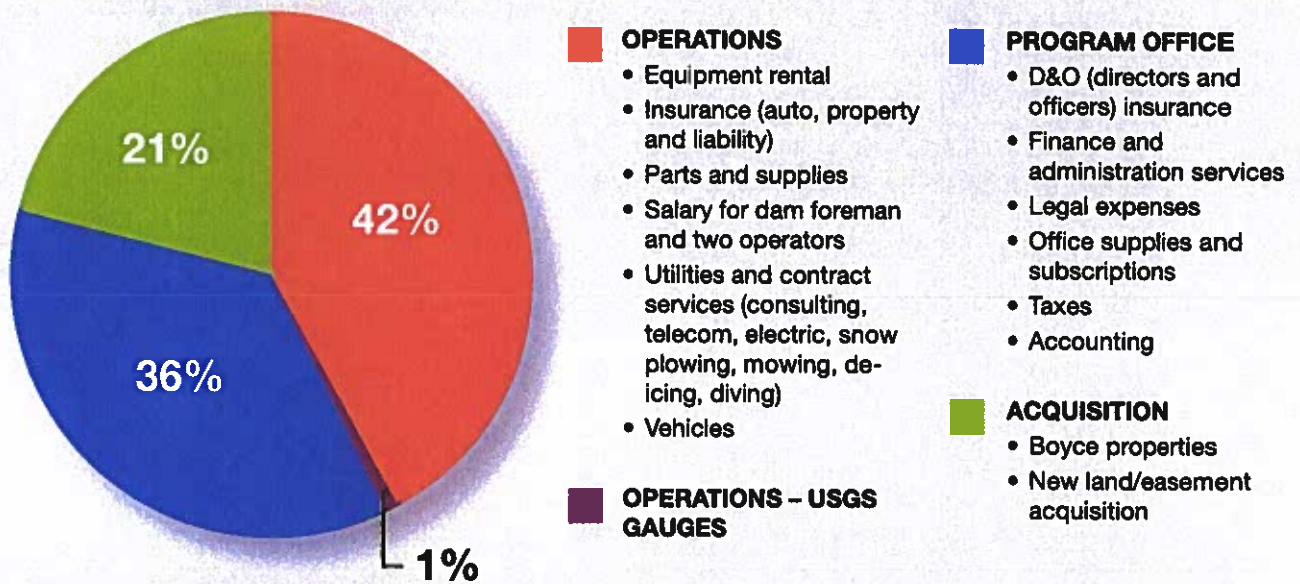


The operations assessment is a special charge (in addition to property taxes) that pays for Four Lakes Task Force to monitor and maintain the dam properties and facilities. Any property owner within the Four Lakes Special Assessment District must pay the assessment.

The assessment appears on a property's annual tax bill. It will be in place for three years.

Operations Assessment Spending

Over the next three years, this is how the money from the operations assessment will be spent:



The operations assessment is important because it helps us move forward in our plans to rebuild and restore the dams and lakes.



BYLAWS OF THE GLADWIN COUNTY VETERANS AFFAIRS COMMITTEE

Revised: April 20, 2021

ARTICLE I

Corporate Name

The name of this Michigan non-profit corporation shall be the Gladwin County Veterans Affairs Committee

ARTICLE II

Offices and Service Area

The principal office of the Gladwin County Veteran Affairs Committee shall be located within the County Annex Building in the County of Gladwin County.

ARTICLE III

Mission Statement

The mission of the Gladwin County Veteran Affairs Committee shall be to assist qualified veterans and their dependents who are in emergent need and this need can be alleviated with our help, and to assist the Director by ensuring he/she has the tools and resources necessary to perform their duties.

ARTICLE IV

Purpose

The purpose of this committee is to provide a medium of communication between veterans and eligible family members and those benefits and services they may be entitled.

ARTICLE V

Members of the Committee and Duties

The members of this Committee will be made up of Seven (7) Gladwin County Commissioner appointees of various periods of service, in line with "Act 192 of Public 1953, MCLA 35.621, Sec. 1. As well as one (1) Gladwin County Board of Commissioner as an "Advisory Member".

1. The members will annually elect a member as the chair and co-chair.
2. The members will be responsible to assist the Advisory Member in the review of the Directors performance.
3. It will be the responsibility of the members of this committee to establish/or approve policies for the operation of the Veterans Affairs Office and its employees.
4. Convene meetings to review request for assistance by veterans who believe they have an emergent need and decide as to assist them or not by vote of the members. If for some reason there is a tie vote, the vote will go in favor of the veteran.



BYLAWS OF THE GLADWIN COUNTY VETERANS AFFAIRS COMMITTEE

Revised: April 20, 2021

5. Any other manner of business that may be deemed necessary by the committee.

ARTICLE VI

Conflict of Interest

If a member is in conflict with a matter before this committee, they will abstain from voting on that matter.

ARTICLE VII

Vacancies

In the case of a vacancy, the county board of commissioners shall provide notice of that opening to 1 or more newspapers within the county and to the veteran service organizations within the county. A replacement member shall be selected from the interested respondents. Member must be a resident of the county who has served honorably on active duty in the United States Armed Forces. Each committee member appointed under this section shall have demonstrated knowledge, skills, and experience in public service, business, or finance.

ARTICLE VIII

Quorum and Procedure

A quorum for a regular or special meeting of this Committee shall be at least fifty percent (50%) of the non-vacant seats. All meetings of the Committee will be governed by the most current revision of "Robert's Rules of Order".

ARTICLE IX

Schedule and Notice of Meetings

1. Regular meetings

The Committee shall have regular scheduled monthly meetings with not less than six (6) such annually. The date, time and place of all regular meetings shall be determined in advance by the Committee. The meetings shall be scheduled for the convenience of its members and the general public.

2. Special meetings

3. Annual meeting

During such annual meeting, at least the following business shall be transacted.

- a. Election of Chair and Co-chair.
- b. The establishment of dates of the Committee's meetings for the ensuing year.

4. Meeting Notice

Written notice of every meeting, the time and place be mailed (this would include electronic transfer), to every Committee member at least five (5) working days prior to the meeting.



BYLAWS OF THE GLADWIN COUNTY VETERANS AFFAIRS COMMITTEE

Revised: April 20, 2021

ARTICLE X

Open Meetings

The provisions of the "Open Meeting Act", Act 267 of 1976 (R.S.) being MCLA 1970 Sec. 15.261-275; MSA 4.1800 (11) through (25) are hereby acknowledged and incorporated by reference as Gladwin county Veterans Affairs Committee bylaws and shall take precedence over any rule to the contrary:

1. All meetings of the Committee shall be held at the Office of Veterans Affairs. All persons shall be permitted to attend any meetings.
2. All decisions of the Committee shall be made at a meeting open to the public.
3. All deliberations of the Committee constituting a quorum of its members, shall take place at a meeting open to the public.
4. No person shall be required, as a condition to attend a meeting of the Committee, to register or otherwise prove his/her name or other information or otherwise to fulfill the conditions precedent to attendance, unless that person is requesting to speak.
5. A person shall be permitted to address a meeting of the Committee under three conditions.
 - a. Upon requesting entry onto the agenda.
 - b. Upon being recognized by the chairperson.
 - c. During a period set aside at the initiation for such meeting for discussion by the general public.
6. No person shall be excluded from a meeting of the Committee except for a breach of the peace committed at the meeting.
7. The Committee shall meet at closed sessions for the following purposes:
 - a. To consider the dismissal, suspension, or discipline of, or to hear complaints or charges brought against, a member of this committee, employee or volunteer, when the named person requests a closed meeting.
 - b. To consider material exempt from discussion or disclosure by State or Federal statute.

ARTICLE XI

Minutes

The Committee shall keep for each meeting, written minutes which include a record of votes on all motions. Minutes of the previous meetings shall be distributed to all members before the next meeting and shall be made available to the public upon request. Minutes will be taken and maintained by staff.

ARTICLE XII

Compensation

Compensation may be provided in accordance with Act 192 of 1953, MCLA 35.623, Sec 3;



BYLAWS OF THE GLADWIN COUNTY VETERANS AFFAIRS COMMITTEE

Revised: April 20, 2021

The members of the committee shall be entitled to receive the same per diem and mileage in attending meetings as members of the Board of Commissioners.

ARTICLE XIII

Officers of the Committee

Officers of the Committee shall be nominated from the Committee membership at the annual meeting and shall take office at the first regular meeting following the annual meeting. The term of office shall be one (1) year. The officers shall be representative of the Committee composition categorically and shall be as follows:

1. Chairperson

The Chairperson shall preside at all meetings of the Committee. The Chairperson shall perform all duties incident to the office and such other duties as may be prescribed the Committee from time to time.

2. Co-Chairperson

In the absence of the Chairperson or in the event of his or her inability or refusal to act, the Co-Chairperson shall perform all the duties of the Chairperson, and when so acting, shall have all the powers of and be subject to all the restrictions of the Chairperson. The Co-Chairperson shall perform such other duties as may be assigned to him or her by the Committee.

ARTICLE XIV

Fiscal Year

The fiscal year of the Committee shall be the same as set by the Gladwin County Board of Commissioners.

ARTICLE XV

Amendments

These bylaws may be amended from time to time by a simple majority vote of the Committee at a regular meeting, or at a special meeting called for such purpose. Notice of any such meeting where an amendment is to be submitted to the Committee must specifically state the nature of the amendment to be considered and such notice shall comply with the notice of meeting provision of these bylaws. In no event shall an amendment be placed on the agenda of a regular or special meeting unless the members of the Committee have been notified of such proposed amendment ten (10) days prior to the meeting at which consideration of the proposed amendment shall be brought before the Committee.



**BYLAWS OF THE GLADWIN
COUNTY VETERANS AFFAIRS
COMMITTEE**

Revised: April 20, 2021

Revised bylaws adopted this 20th day of April 2021 by the Gladwin
County Veterans Affairs Committee.

George Alward
George Alward

Sissy Mathis
Sissy Mathis

Tom Alward

John Mella
John Mella

Don Hall
Don Hall

Terry Walters
Terry Walters

Rick Robison