



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 June 22, 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:**
 - June 8, 2021 Regular Board Meeting**
 - June 11, 2021 Special Board Meeting**
 - June 14, 2021 Special 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. Clerk's Office Scanner Purchase
- 2. County Clerk's request to attend Annual Conference
- 3. CEO Training request for Ashley Longstreth

I. Committee Meetings

Committee of the Whole of June 8, 2021
DATA Committee Minutes of June 18, 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. 2020 Audit
2. Amended L-4046 and L-4037
3. Veterans Service Fund Grant
4. Veterans Memorial Fund Project
5. Temporary Part-Time Security Officer
6. Four Lakes Task Force Land Use Guidelines
7. Interim Administrator Employment Contact
8. Discussion on Consultant Findings

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

May 2021 Library Statistics

Q. Adjournment

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



**Gladwin County Board of Commissioners
Board Minutes, June 8, 2021**

The Gladwin County Board of Commissioners met for a regular board Meeting, on June 8, 2021. The meeting was called to order at 10:30 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was said, roll was called, all commissioners were present.

The Board reviewed the Consent Agenda –

Addition of Executive Session, item P1. by the Interim Administrator. Motion made by Commissioner Taylor to accept the agenda with additions, supported by Commissioner K. Grove. All in favor, motion carried.

Cash balances were read by Commissioner Taylor, General Fund balance - \$70,226.22 before payment of bills.

Communications

Finance

- 1-Motion by Commissioner Taylor to approve Marine Patrol Wages of \$12-16/hr. under the approved DNR Grant. Supported by Commissioner Szuch. All in favor, motion carried.
- 2- Motion by Commissioner Taylor to allow the Payroll Clerk to pay 120 hours of unused PTO time to Troy Rabadue in the amount of \$3532.80 from line item 101-301-704.001 (Lieutenant Wages). Supported by Commissioner K. Grove. All in favor, motion carried.
- 3- Motion by Commissioner K. Grove to allow the Payroll Clerk to pay 40 hours of unused PTO time to Brian Goss in the amount of \$991.20 from line item 101-316-705.000 (416 Wages). Supported by Commissioner Szuch. All in favor, motion carried.
- 4- Motion by Commissioner Szuch to allow the Payroll Clerk to pay 53 hours of unused PTO time to Ken Roberts in the amount of \$1181.90 from line item 101-682-703.000 (Director Salaries). Supported by Commissioner Taylor. All in favor, motion carried.
- 5- Motion by Commissioner Taylor to allow the Treasure to establish Fund 281 for the deposit of the American Rescue Plan. Supported by Commissioner K. Grove. All in favor, motion carried.

Committee Meetings

New Business

- 1 – Motion by Commissioner Szuch to approve the Amended COVID-19 Preparedness and Response Plan. Supported by Commissioner Taylor. All in favor, motion carried.
- 2 - Motion by Commissioner Moore to allow the Civil Attorney to move forward on gathering information on costs & services of a consultant in our area. Information to be brought to the next board meeting. Supported by Commissioner K. Grove. Additional discussion on what information the attorney will be seeking. All in favor, motion carried.

Chairperson Comments

Chairperson Moore spoke to address:

- The feedback from the commission on the hiring of the administrator she took as respecting the department heads. Thank you to all of them for everything that they do, they are doing a great job.
- In reference to the public comment about knowing what an administrator actually does, a lot of good came from the discussion on the process and structure of an administrator, and she is hopeful that we will continue to move forward in a positive direction.

Board Comments

Commissioner Kyle Grove, District 1 –

Township meetings are starting back up, going to Butman tomorrow.

Commissioner Ron Taylor, District 2 –

May 25th was Cow

May 26th was the Health Board Meeting, allocations to the board were discussed, will be asking for a 3% increase next year, approximately \$5000. Gladwin County has had 1906 cases of COVID, 54 deaths, and 8253 vaccines have been given.

May 27th Central Dispatch Meeting

Last Night was Gladwin City Meeting.

Noted that there will be a V.A. Golf fundraiser on June 14th, and sponsorship opportunities with the V.A. for city banners.

Commissioner Kyle Szuch, District 3 –

Will be attending Grim today and Bentley this evening.

EDC Meeting is on the 15th.

Commissioner Moore, District 4 –

Spending about an hour a day learning the American Recovery Act.

Four Lakes Task Force (FLTF) held their meeting in Meridian, talked about funding, specifically State funds to use toward rebuilding. Reminded residents there are no assessments at this time. FLTF was present at an event on Saturday to remind State leaders not to forget Gladwin County

A week ago, yesterday, was the Memorial Day Ceremonies, thank you to John Mella and Ken Roberts, the processes were perfect.

Commissioner Rick Grove, District 5 –

Grout township tonight

Memorial Service in Beaverton was very good; It is a rewarding event.

Met with Terry Walters, Tim Mickler and the Drain Attorney. The Attorney General and EGLE are requiring some repairs.

Discussed the vacant positions at the Jail, and asked for suggestions on how to keep our deputies in Gladwin County.

Gave a High School sports update.

Administrators Report

Public Comment -

_ Ken Roberts, Veterans Affairs discussed the county administrator position. Remember that through all of the changes, our employees have adapted. So whatever changes come, the employees will make it work, and support you.

_ Chris Waugh addressed a "point of order", stating that there are conflicts with the Interim Administrator being involved in the choosing of a consultant if she is an applicant for that position. Additionally, Ms. Maveal's husband is the Animal Control Officer, and that too, would be a conflict of interest if she had applied for the position of Administrator.

No additional public comment.

Commissioner Taylor made a motion to enter an Executive (Closed) Session to discuss Union Bargaining Negotiation Strategy at 11:10 a.m., seconded by Commissioner K. Grove, all in favor.

Commissioner K. Grove made a motion to enter Open Session at 11:20 a.m., seconded by Commissioner Taylor, all in favor.

Motion made by Commissioner Taylor to allow the Attorney to proceed with Union Bargaining Negotiations as discussed in closed session. Seconded by Commissioner K. Grove. All in favor, motion carried.

Motion to adjourn made by Kyle Grove, seconded by Commissioner R. Grove. All in favor, motion carried.

Meeting adjourned at 11:21 pm

Karrie Hulme, County Clerk

Karen Moore, Chairperson

Posted 06/08/2021



**Gladwin County Board of Commissioners
Board Minutes, June 11, 2021**

The Gladwin County Board of Commissioners met for a Special Board Meeting, on June 11, 2021. The meeting was called to order at 1:00 p.m. by Chairperson Karen Moore. The Pledge of Allegiance was said and roll was called, all commissioners were present.

The Board reviewed the Consent Agenda – A motion was made by Commissioner Taylor to accept the agenda as written, seconded by Commissioner R. Grove. All in favor, motion carried.

Cash balances

Communications

Finance

Committee Meetings

New Business – Administrator Position

Commissioner R. Grove made a motion to discuss the administrator position, seconded by Commissioner K, Grove; all in favor, motion passed.

_ Commissioner R. Grove stated as elected officials we are responsible for making decisions for the county and we need to move forward on this.

_ Chairperson Moore stated she agrees and understands we need to make a decision, but she would like to see us proceed at the next meeting with the consultant process, discuss the screening rubric, and move on to interviews.

_ Commissioner K. Grove gave his view of the Interim Administrators job performance and stated that he would like to see her stay in that position; he is in support of an inter-governmental agreement for training.

A motion was made by Commissioner K. Grove to employ Laura Brandon Maveal as Interim Administrator until December 31, 2022; seconded by Commissioner R. Grove.

Further discussion was had on the subject.

_ Commissioner Taylor stated he's frustrated with the process the same as everyone else, but he believes we are putting the cart before the horse by hiring a consultant. He stated that we can have Michigan Association of Counties come in for consultation after an administrator is hired.

_ Commissioner Michael Szuch commented that the board had an opportunity to discuss this at our last meeting; he is unsure of how the administrator position came about and he has questions about the structure of the current interim position. He would like to see clarification on the organizational and financial structure of the administrator position. He stated the board needs help with this and should take the proper steps to move this along.

Additional conversation was had about the 2020/ 2021 budgets.

_ Chairperson Moore commented that to proceed on this motion would not be proper; we have applicants and we need to conduct interviews. Further discussion on the process for moving forward was had.

Laura Brandon Maveal requested a Closed Session under the basis that this conversation was about her.

Commissioner R. Grove made a motion to go into closed session, seconded by Commissioner K. Grove. All in favor, motion carried. Closed session began at 1:29 p.m.

Commissioner Ron Taylor made a motion to return to open session, seconded by Commissioner K. Grove. All in favor, motion carried. Return to open session at 1:38 p.m.

Commissioner K. Grove withdrew his former motion, Commissioner R. Grove withdrew his 2nd on that motion.

Chairperson Moore motioned for the Board to meet next week to discuss candidates and set interviews; Seconded by commissioner Kyle Grove, roll call vote: 5 - Y, all in favor, motion carried.

Commissioner Taylor made a motion to have Laura Brandon Maveal covered under the personnel policy, seconded by Commissioner K. Grove. Additional conversation was had to clarify the motion. Commissioner Taylor amended his motion to have the attorney draft a document defining how Laura Brandon Maveal would be covered under the personnel policy as the Interim Administrator moving forward. Commissioner Kyle Grove seconded the amended motion. Roll call vote, 5 - Y, motion carried.

Chairperson Comments

Board Comments

Administrators Report

Public Comment -

_ Diana Mella stated she is not against having a county administrator but is against the "flip flop process", that an interim position should not be a year and a half long.

_ Chris Waugh stated this meeting was not organized legally per the board's own rules, that a feeling of battle and condensation is not a good thing to do to your public, and asked if MSU extension thought HR should not have been in the clerk's office why was it there to begin with.

_ Chairperson Moore noted the time line for board communication on calling and posting this special meeting & clarified that it was done following the board rules and the Open Meetings Act.

No additional public comment.

Motion to adjourn made by Commissioner K. Grove, supported by Commissioner Rick Grove. All in favor

Meeting adjourned at 1:56 p.m.

Karrie Hulme, County Clerk

Karen Moore, Chairperson



The Gladwin County Board of Commissioners met for a Special Board Meeting, on June 14, 2021. The meeting was called to order at 1:00 p.m. by Commissioner Taylor. The Pledge of Allegiance was said, roll was called, Commissioner Karen Moore appeared via phone & virtually from North Carolina, all other commissioners present.

Commissioner Taylor reviewed the purpose of the meeting and the interview process.

The Board reviewed the Consent Agenda

Cash balances

Communications

Finance

Committee Meetings

New Business

Votes to interview candidates began with Dennis R Sparks, Candidate #1: R. Grove - y, K. Grove - n, M. Szuch - y, Taylor - n,

Meeting held up due to technical difficulties.

Recalled to order at 1:26; Commissioner Taylor recapped the votes

Moore - y,

Additional conversation. Commissioner Moore stated everyone meets the minimum requirements and she would like to have them all interviewed. Attorney Hoerauf stated the decision is up to the commissioners if they interview everyone, but the process must be objective. Additional conversation was had amongst the commissioners about the interview structure. Commissioner Szuch suggested interviewing all candidates with a formalized interview process.

Motion made by Commissioner K. Grove to have Chairperson Moore contact and schedule interviews, seconded by Commissioner Szuch. Additional conversation from Commissioner Moore. Motion amended by Commissioner K. Grove to include a release for applicable background checks, criminal history, etc., Second to amendment from Commissioner Szuch, 4 - Y, Commissioner R. Grove opposed. 4/1 Motion passed.

Chairperson Comments

Board Comments

Administrators Report

Public Comment -

_ Kelly Bax stated that this is an important position for the Commissioners; she wishes they would take as much time on Four Lakes Task Force issues. She discussed issues that she feels should be of concern and ask that the Commissioners please look into them.

_ Chris Waugh commented that when looking at resumes, please choose someone who can help grow our community, but also, most importantly to her, has the ability to draft a budget that covers all county finances clearly. Every year we are borrowing from one budget to cover another, please keep that in mind.

_ Diana Mella commented that seven or eight people are not too many to interview. She stated that her questions are rhetorical, but ask why the Lawyer need to draw up a contract for an interim position and stated that the Interim Administrator should only speak during public comment. She also commented that some people speak highly of the Interim Administrator, but questioned why she, as County Clerk handle Human Resources for so many years. Asked then, if MSU brought to attention that this should not have been the case, why did the commissioners not address this earlier. Ms. Mella read a statement addressing her concerns (Commissioner R. Grove objected to a comment that he worked for Animal Control).

_ Steve Waugh, commented that he does not understand why a candidate for this position is in the room for this process; he believes she should not be a part of the process.

_ Priscilla Szerdi stated that it is very important that the Administrator have some business management experience. We need to encourage business to come to our county, this will be invaluable to you in reference to a budget. Someone who is good at working with others, and has HR experience.

_ Ann Manning Clayton commented that the statute does not call for separate Human Resource and Clerk duties, and that many other counties are structured that way.

No additional public comment.

Motion to adjourn made by Commissioner K. Grove, supported by Commissioner R. Grove. All in favor.

Meeting adjourned at 1:57 pm

Karrie Hulme, County Clerk

Karen Moore, Chairperson



The Gladwin County Board of Commissioners met for the Committee of the Whole Meeting, on June 8, 2021. Chairperson Karen Moore called the meeting to order at 9:00 a.m. The Pledge of Allegiance was said, all commissioners were present.

Public Comment

_ Sheriff Shea – stated he does his best to keep out of others business, however he has some concerns over the document provided by Attorney Hoerauf regarding the recommendations on the administrator hiring process. He feels there is no one on this committee with county financial experience, shared his opinion on the comments “educate everyone”, and “professional reorganization”. He commented that an administrator would be beneficial, but continuity and the long-term upkeep and planning are going to be key for the person you are looking for.

_ Chris Waugh – stated her assumption is that this group of advisers was chosen instead of spending money on someone to help guide us in choosing correctly. She would like to know what a county administrator does in all areas, and that person should be beneficial for everyone. The chosen committee has experience in management and are members of the community.

No other comments

City Administrator Report – none

County Affairs

1. Gladwin County COVID-19 Preparedness and Response Plan (Amended) – Interim Administrator Maveal is seeking approval of amendments and to post after signing. Commissioner K. Grove commented that it still seems to long, Interim Administrator Maveal responded that the Insurance company requires that these areas be covered. Attorney Hoerauf noted that MIOSHA still requires us to have a COVID Preparedness Plan.

County Facilities and Transportation-

Data

511 Council

Gladwin Parks and Recreation

Insurance

Memorial Restoration

MERS

Public Safety

1. 2021 Marine Wages – Sheriff’s Office is short staffed; information is in the Board packet.

Personnel

Finance

1. Request by Troy Rabidue for payment of 120 unused PTO hours per Union contract – Interim Ad must have a formal approval per the union contract on all three requests (Finance items 1-3).
2. Request Brian Goss for payment of 40 unused PTO hours per Union contract
3. Request by Kenneth Roberts for payment of 53 unused PTO hours per Union contract
4. Establishment of Fund "281" for the deposit and use of the American Rescue Plan due to guidance given from the state treasury. Additional conversation about grant funds, and policy direction; the State is still working on the guidelines.

Report from Civil Attorney –

1. County Administrator update – the group has been convened and is smaller than originally planned. Attorney Hourauf gave a parable of the current process for deciding on an Administrator. The recommendation from the committee is that the County should take the time to hire a professional to advise on structures of the county (missing and already in place) so that whomever is hired will be long term and a benefit to the entire county. Further discussion was had on the hiring of a consultant, the need, the purpose, and the cost of that process. Additional discussion was had on extending the current employment offer of the Interim Administrator. Final discussion was had on the cost of obtaining estimates for a consultant.
2. A request for Executive Session for negotiation strategy was given by attorney Hoerauf.
3. A request for Executive Session for AmeriHemp litigation was given, but noted this does not need to be closed session. Discussion had in open session:

AmeriHemp moved into a Commercial Building on M61, their use complies with zoning by %90; however, there are migrant housing quarters within the building, and zoning does not permit residential use. The Attorney questions on guidelines between agricultural and Processing. Justin Schnieder from Zoning spoke of current zoning regulations. Attorney Hoerauf would like feedback from the commissioners as to mapping, and possible solutions to zoning conflicts. Additional conversation was had on lack of permits, the Right to Farm Act, and the Department of Agriculture.

No additional discussion. Meeting closed at 10:19 a.m.

Karrie Hulme, County Clerk

Karen Moore, Chairperson

Posted 06/08/2021

DATA Committee Minutes

June 18, 2021

11:00 a.m.

In attendance: Commissioner Kyle Grove
Tom Conway, IT Right
Aaron Meads, IT Right
Laura Maveal, Interim Administrator

Tom Conway, IT Right, introduced Aaron Meads as the new TAM replacing Caleb Eiffert. Mr. Meads will be onsite at the county on June 24, 2021 to handle a walkthrough assessment and meet the Department Heads.

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

1. Network Proposal for Animal Shelter to BS&A – Tom Conway commented this is one of the major projects that Mr. Meads will be working on. A full report of options will be presented at the July 2021 DATA meeting. The Interim Administrator will begin working on funding sources for the committee's consideration.
2. Domain Registry – The Interim Administrator has successfully updated the IT Point of Contact for our account. Mr. Conway commented that the renewal has been completed and an invoice will be sent to the county for the renewal fee.
3. May 2021 Server Report – Mr. Conway reported that there were no issues with the monthly report. Mr. Meads will be working on a full assessment and quotes on the server update project for the July 2021 meeting. Discussion.
4. 10-Digit Calling Mandate – The Interim Administrator spoke on the mandate beginning in October 2021 to use 10 digits when placing a call. Educational materials will be sent out for the employees to review. The Interim Administrator has also reached out to the county's telephone service provider to ensure no changes need to be made to our system prior to October implementation.
5. AT&T Billing – The Interim Administrator will run a cost analysis on the eFax and XMedius billing vs. the increase to the AT&T lines. This report will be provided for the July 2021 DATA meeting.
6. MOS Overages – This bill has been resolved by Mr. Rahrig and is no longer an issue.
7. Discussion on the request from the County Clerk to replace three (3) scanners in her department due to poor quality when scanning court and vital records. This project was not budgeted for, but an appropriation will be made to the Clerk's Equipment Maintenance line item to cover the expense, as the committee realized the need for the new equipment.
8. Discussion on meeting times. The committee has agreed to start their monthly meetings at 9:30 a.m., beginning in July, and allow IT Right to participate virtually.
9. The committee discussed the MERIT contract and the spike in overage charges that occurred in April. Gladwin County was not charged for these overages as a courtesy, and IT Right has put

security measures in place to ensure that the County would not be exposed to the overages in future months. Aaron Meads, IT Right, will speak to the following individuals to start a forum on the data usage and needs of the County: John Winfrey – MERIT, Jerry Rothermeier – MOS/XMedius and the Interim Administrator. They will have a report at the July 2021 DATA meeting for consideration.

Meeting adjourned at 11:38 a.m.

