



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 Meeting Agenda December 28, 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:**
 - December 14, 2021 Regular Board Meeting**
 - December 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. Authorization to allow the County to hold the 2021 financials open until Feb. 25, 2022 for the purpose of accruals.
2. Authorization to allow Administration to pay all 2021 finances through end of year. Administration will provide the Board with a final listing of bills to be paid and the year-end journal entries for approval on 12/29/2021 email.
3. Review/approval of Special Funds for 2022 budget
4. Approval for payout of 120 hours of PTO for Charles Peters in the amount of \$2,322 payable from line 101-422-704.000
5. Approval for \$60.00 from credit card for Christina Stickler to take Certification Examination in Lansing on 3/14/2022, payable from line 101-148-801.000
6. Authorization for Emergency Manager to purchase the following equipment for \$42,220.28 from 2021 budget. Items are reimbursed 100% upon proof of purchase from EMPG (Emergency Management Grant Program). Transfer from Unallocated 101-000-699-516 to payable line 101-426-727.000. Funds to be replenished upon reimbursement.
 1. Weather Station (Grainger Model #6163) Solar Powered/Wireless. \$1,199.00
 2. 10 Lenovo ThinkBooks 20VE003GUS for Emergency Operations Center positions to replace 10 defunct units from 2011. \$7,990.00

3. 4 Motorola APX 8000 multi-frequency radios for use from field to Emergency Operations Center with first responder groups. \$33,031.28.
7. Approve additional funding for the 292 Child Care fund. Transfer from Unallocated Tax to General Fund, and then increase appropriation from General Fund to Child Care Fund as follows:
 1. Dr \$150,000 516-000-999.101/Cr \$150,000 516-000-001.000
 2. Cr \$150,000 101-000-699.516/Dr \$150,000 101-000-001.000
 3. Dr \$150,000 292-000-001.000/Cr \$150,000 292-000-699-101
 4. Dr \$150,000 101-965-998-292/Cr \$150,000 101-000-001.000

I. Committee Meetings

Committee of the Whole of December 14, 2021

Gladwin Zoning Board of Appeals November 16, 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. Approval of BOC Meeting Schedule for 2022
2. Approval of Committee Assignments for 2021-2022

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

Q. Legal

1. Board Rules for 2022
2. Closed session to discuss Union contracts

R. 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 ZONING BOARD OF APPEALS

Gladwin County Commissioners Chambers
401 W. Cedar Ave.
Gladwin, MI 48624

Minutes of November 16, 2021

Chairperson Christie called the meeting to order at 1:00 P.M. and led in the Pledge of Allegiance.

Present: Chairperson Richard Christie, Commissioner Rick Grove, member Ron Brabon, Assistant Zoning Administrator Kim Donn and citizens listed on attached sign in sheet.

Absent: Zoning Administrator Justin Schneider, excused. Member Robert Schafer, unexcused.

Additions/corrections to Agenda: None.

Approval of Agenda: Motion by Member Brabon to approve the agenda as presented. Supported by Member Grove. All ayes. Motion carried.

Approval of minutes of previous meeting: Motion by Member Brabon to approve minutes of September 21, 2021. Supported by Member Grove. All ayes. Motion carried.

Announcements/correspondence: None.

Citizen comments on topics not on agenda: None.

Variance Requests:

a. File #Z21-2031

Joseph & Stephanie Mulligan
994 S. Grout Rd.
Gladwin MI 48624

Grout Township, Section 9
994 S. Grout Rd. Gladwin
SE1/4 of SE1/4

Property owners are requesting a variance to construct a breezeway between the existing garage and home 61 feet from the center of Kerswill Rd. where an 83foot setback is required.

Ms. Donn stated that 11 letters of notification were sent to surrounding property owner with two responses having no problem with the request.

Member Christie stated that he made a site visit.

Member Grove stated that he made a site visit and said that the house and garage have been there for a very long time. The foundation looks good on the garage and sees no issue with the request.

Member Brabon stated that the house was built before zoning and before the road was widened.

The ZBA, having considered the application, plat map, affidavit of mailing and photos, and having listened to statements of ZBA members and property owner find the following:

FINDINGS OF FACT UNDER THE CRITERIA FOR NON-USE VARIANCE (DIMENSIONAL VARIANCE) AS LISTED IN THE APPLICATION PACKET

1. Whether special conditions or circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zone.

The ZBA finds that there are not any special conditions or circumstances peculiar to the land, structure or building involved which are not applicable to other lands, structures or buildings in the same zone because of the age of the structures. Cannot move the buildings

Members Christie, Brabon and Grove: met, (3). Member Schafer, absent, unmet (1). This criteria is met.

2. Whether a literal interpretation of the provisions of the Gladwin County Zoning Ordinance would deprive the applicant of property rights commonly enjoyed by other properties in the same zone under the terms of the Gladwin County Zoning Ordinance.

The ZBA finds that a literal interpretation of the provisions of the Gladwin County Zoning Ordinance would not deprive the applicant of property rights commonly enjoyed by other properties in the same zone under the terms of the Gladwin County Zoning Ordinance. Applicant would be deprived because others have breezeways in the area.

Member Brabon, Christie and Grove, met, (3). Member Schafer, absent, unmet (1). This criteria is met.

3. Whether special conditions or circumstances are a result of the actions of the applicant.

The ZBA finds that the conditions or circumstances are not the fault of the property owner. They did not build the structures and they were built before road

was made wider.

Members Grove, Brabon and Christie, met. (3). Member Schafer-absent, unmet (1). This criteria is met.

4. Whether the authorizing of such variance will not be of substantial detriment to the neighboring property.

The ZBA finds that granting the variance request will not be of substantial detriment to the neighboring property, existing home and not in sight of other neighbors.

Members Grove, Brabon, Christie, met, (3). Member Schafer, absent, unmet (1). This criteria is met.

5. That the authorizing of such variance will not be contrary to the spirit and purpose of the Gladwin County Zoning Ordinance.

The ZBA finds that granting the variance request will not be contrary to the spirit and the purpose of the Gladwin County Zoning Ordinance because the applicants meet the requirements.

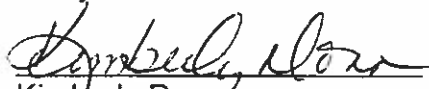
Members Brabon, Grove, Christie, met. (3). Member Schafer-absent, unmet (1). This criteria is met.


Based on the finding of facts detailed above, Member Brabon made a motion to approve the variance request as submitted. Motion supported by Member Grove, Ayes 3, Nays 1. Variance approved, effective immediately.

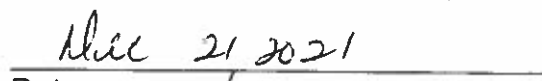
Old business: None.

New business: Members asked how the process works to fill the vacancy on the Board. Ms. Donn explained that a gentleman has shown an interest and submitted a letter to the Board of Commissioners. As soon as they give the approval the vacancy will be filled.

Adjournment: Motion by Member Grove to adjourn. Supported by Member Brabon. All ayes. Motion carried. Meeting adjourned at 1:18 P.M.


Kimberly Donn
Secretary


Richard Christie
Zoning Board of Appeals Chairperson


Date

W. Mulligan

Gladwin County Zoning Board of Appeals

Please use the chart below in your decision to determine if any or all of the criteria for the variance request has been met. If you desire, after hearing other ZBA members explain their determination on these criteria, feel free to change your decision.

Variance Review Criteria Worksheet

Do you agree or disagree with the following criteria? Use M for Met, U for Unmet.

| Criteria | Grove | Christie | Brabon | Schafer | Keast | Alternate |
|---|-------|----------|--------|---------|-------|-----------|
| 1. Special conditions/circumstances exist. | M | M | M | absent | — | |
| 2. Literal interpretation deprives owner of rights commonly enjoyed by other property owners. | M | M | M | absent | — | |
| 3. Special conditions/circumstances no fault of property owner. | M | M | M | absent | — | |
| 4. Not detrimental to neighboring property. | M | M | M | absent | — | |
| 5. Not contrary to spirit/purpose of zoning ordinance. | M | M | M | absent | — | |

3/1
3/1
3/1
3/1
3/1

1. *Age of buildings, cannot make buildings*
2. *Not a return hour business process*
3. *Built before laws were made under current laws*
4. *Existing here not in spirit of other members*
5. *Which requirements*

GLADWIN COUNTY ZONING BOARD OF APPEALS

555 W. Cedar Avenue

Gladwin, MI 48624

Phone 989-426-4787

Fax 989-426-6919

SIGN IN SHEET

Date of meeting: Nov. 16, 2021

Please write or print your name, address and last name of property owner whose variance you are here for.

Name

Address

Case of

STEPHANIE AND JOSEPH MULLIGAN 9914 S GRANT RD. GRANT TWP



**Gladwin County Board of Commissioners
Special Board Minutes, December 14, 2021**

The Gladwin County Board of Commissioners met for a Special Board Meeting, on December 14, 2021. The meeting was called to order at 8:55 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was said; all commissioners were present.

The Board Reviewed the Consent Agenda –

The Board reviewed the consent agenda; Commissioner Moore proposed that Public Comment be moved to the beginning of the agenda before the budget proposal is reviewed. A motion was made by Commissioner Taylor to accept the agenda with changes; seconded by Commissioner R. Grove. All in favor, motion carried.

Public Comment

1. Reg. of Deeds, Ann Manning asked the board to consider her letter before voting on the budget.

Cash Balances

Communications – Letter from Ann Manning

Finance

Committee Meetings

New Business

1. Presentation of the 2022 Budget was given by Administrator Justin. A few small changes from last year's budget were noted, as well as a comparison to 2019's as a non-covid year. Anticipated 2022 projects were mentioned, and a summary of the budget was shared. Additional conversation was had on life insurance benefits and their potential impact to the budget, as well as proposed changes to wages.

Chairperson Comments

Board Comments

Report from the Civil Attorney

A motion was made by Commissioner K. Grove to adjourn, seconded by Commissioner Taylor. All in favor, meeting adjourned at 9:13 a.m.

Karrie Hulme, County Clerk

Karen Moore, Chairperson



**Gladwin County Board of Commissioners
Board Minutes, December 14, 2021**

The Gladwin County Board of Commissioners met for the regular Board Meeting, on December 14, 2021. The meeting was called to order at 10:16 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was said, roll called, all commissioners were present.

The Board reviewed the Consent Agenda –

Commissioner Moore asked to amend the agenda to include the City Administrators Report. Motion made by Commissioner Szuch to accept the agenda with changes, supported by Commissioner Taylor; all in favor, motion carried.

City Administrator Report

Nancy Bodner shared that the City has renewed the City Managers contract, they approved a Meeting Expense Policy and the Parks and Recreation plan. There will be a lamp lighter event the 18-25th; parking is available at the Health Department; if you would like to be a part of the event, please contact the chamber of commerce. Murals are being discussed at the city, there is a lot to do to get this approved. Bill Smith, husband of LaVel Smith, both active members in the community, has passed away; he will be missed.

Cash Balances were read by Commissioner Taylor. General Fund balance \$56,764.82 before the payment of bills.

Communications

Finance

1. Motion by Commissioner Taylor to approve the 2022 Budget as submitted, and to have the personnel committee, which includes Commissioners K. Grove and Szuch, do a wage study and provide a recommendation to the Board within the first quarter. Seconded by Commissioner Szuch. Additional conversation was had on wages and wage studies. All in Favor, motion carried.
2. Motion by Commissioner Taylor to Approve the ARPA fund request for 12 new AED's (Automated External Defibrillator) in the amount of \$15,540. Funds to come from ARPA line item 281-000-999.101 and go into 101-351-758.000, General Funds. Seconded by Commissioner Taylor. All in Favor, motion carried.
3. Motion by Commissioner K. Grove to allow the Administrator to attend an MMRMA workshop on Feb 24, 2022 in Lansing, mileage only, in the estimated amount of \$131.04 from line item 101-101-860.000. Seconded by Commissioner Taylor. All in Favor, motion carried.
4. Motion by Commissioner Taylor to pay the City of Gladwin for a portion of the tree removal at the airport in the amount of \$3,485 from line item 101-101-759.000. Seconded by Commissioner K. Grove. All in Favor, motion carried.
5. Motion by Commissioner K. Grove to allow the pay-out of 70-hours of unused vacation time to Stacey Demoinis in the amount of \$1,705.55 from line item 101-253-705.000. Seconded by Commissioner Taylor. All in Favor, motion carried.
6. Motion by Commissioner Szuch to approve the purchase of six Stop Sticks in the amount of \$2,804 from line item 101-301-705.000. Seconded by Commissioner Taylor. All in Favor, motion carried.
7. Motion by Commissioner Taylor to allow the purchase of three tasers, training cartridges and batteries for one year in the amount of \$7,168.43, and the ongoing costs of support in the amount of \$3,993.01 per year for five years from line 101-301-705.000. Seconded by Commissioner Rick

Grove. Additional conversation was had, motion and second amended to state that the County Administrator and Undersheriff will work with MMRMA on a grant application to cover a portion of the expense. All in favor, motion carried.

Committee Meetings - approved with the approval of the Agenda.

New Business

1. Motion by Commissioner K. Gove to waive the building department fee for Buckeye Trailhead in the amount of \$468, keeping the inspections. Seconded by Commissioner Szuch. All in favor, motion carried.
2. Motion by Commissioner Moore to reappoint Bob Balzer to the EMCOG Committee for one year and examine the appointment at that time. Seconded by Commissioner K. Grove. All in favor, motion carried.
3. Motion by Commissioner Taylor to reappoint Milton G. Alward to a two-year-term on the Construction Codes Board of Appeals, second by Commissioner R. Grove. All in favor, motion carried.
4. Motion to approve the Independent Contractor Agreement with EMCOG by Commissioner K. Grove, seconded by Commissioner Taylor. All in favor, motion carried,
5. Motion by Commissioner Taylor to allow Chairperson Moore to sign the Opioid Settlement documents. Seconded by Commissioner K. Grove; all in favor, motion carried.
6. Motion by Commissioner Szuch to approve the resolution presented by FLTF to transfer to warranty Deed (not Quit Claim). Seconded by Commissioner K. Grove. Roll call vote, 4 -yes', motion carried.
7. Motion by Commissioner Taylor to approve a resolution proposed by Michigan Institute of Forensic Science and Medicine naming Roshan Mahabir as Gladwin County's Chief Medical Examiner for the remaining term ending Dec. 31, 2023. Seconded by Commissioner K. Grove. Roll call vote, 5 yes'; motion carried.
8. Motion by Commissioner Moore to accept the County Vehicle Use Policy drafted by the civil attorney. Seconded by Commissioner K. Grove; all in favor, motion carried.
9. Motion by Commissioner Taylor to equalize life insurance benefits for all employees to the \$25,000/\$50,000 level. Seconded by Commissioner K. Grove; all in favor, motion carries.

Old Business

Chairperson Comments

Chairperson Moore reminded everyone that the Christmas Party is tomorrow from 11:00 to 1:00. She will be attending following Bill Smiths funeral service.

Board Comments

Commissioner Kyle Grove, District 1 –

Clement township meeting went well.

Butman township meeting is postponed due to illness.

Gypsy moth meeting tomorrow morning.

Other township meetings tonight and tomorrow.

Commissioner Ron Taylor, District 2 –

23rd was the Veterans Board meeting, they have drawings ready for the new memorial. Fund raising is taking place, including the raffle of two firearms.

1st was a Union Negotiation meeting.

3rd was a Budget Committee Meeting

6th was another Union Negotiation meeting and Gladwin City meeting.

8th Sage Township Meeting

9th Airport Meeting

Commissioner Michael Szuch, District 3 –

Has attended several Union negotiations meetings

FLTF quarterly meeting last Monday

Bentley and Billings meetings last night

Grim and Bourette Township meetings today

Secord Township and the Gypsy Moth program meeting tomorrow.

Commissioner Karen Moore, District 4 –

City parade was wonderful, but Santa was running late.

Beaverton had a nice Tree Lighting Ceremony

Four Lakes can propose an assessment and propose methodology, but they cannot impose an assessment. She shared information on the factors that are considered when these things are discussed.

Hazard Mitigation meeting was held here last week with EMCOG.

Redistricting is an important conversation that could have a significant impact if Gladwin and Midland counties were to be split. A press conference was held and Commissioner Moore attended to share her thoughts for the best interest of Gladwin County.

Commissioner Rick Grove, District 5 –

Beaverton Township last night. Down to three or four candidates for Fire Chief. Final stages of the renovations out there.

Have a Merry Christmas

Administrators Report –

Has been contacted by the Media in regards to a SAD, county has no comment

The Class Action Law Suit against Midland and Gladwin Counties in regards to damn failure, was dismissed.

Public Comment –

- Clerk Hulme shared congratulations to her Court Clerks, Mandy Hodge and Ashley Longstreth for passing their Certified Electronic Operators certification on the first attempt.

Commissioner Kyle Grove was excused at 11:35.

- Attorney Hoerauf reminded the board that she needed some direction on two items still.

Motion by Commissioner Taylor to agree with the tentative agreement with the Dispatch Unit, seconded by Commissioner Szuch. All in favor, motion carried.

Conversation was had on proposed changes to the 2022 Board Rules.

No other Public Comment

Motion to adjourn by Commissioner R. Grove, seconded by Commissioner Taylor, meeting adjourned at 11:47 a.m.

All in, favor meeting adjourned.

Karrie Hulme, County Clerk

Karen Moore, Chairperson

DRAFT



The Gladwin County Board of Commissioners met for the Committee of the Whole Meeting, on December 14, 2021. Chairperson Karen Moore called the meeting to order at 9:13 a.m. All commissioners were present.

Public Comment

_ Clerk Hulme shared her opinion on wage increases for the elected officials; as a newly Elected Official she had not asked for a raise but supports others who have been here for many years receiving the proposed increase.

No other comments

City Administrator Report

County Affairs

1. Building Department Fee for Buckeye Trailhead – conversation was had on waiving the fee, clarification was given that the inspections were not being waived, only the fee.
2. Re-appointment of Bob Balzer to EMCOG (Eastern MI Council of Governments) – a request from Sue Fortune of EMCOG, regarding Bob Balzer's appointment to the Regional Economic Development Team was discussed.
3. Re-appointment of Milton G. Alward (George) to the Construction Codes Board of Appeals – Mr. Alwards current appointment expires in 2021, asking for a 2-year re-appointment. Conversation
4. Discussion of C.O.W. meetings and 2022 Board Rules – conversation was had on the opinions of the board to cancel the Dec 28th meeting due to the Christmas Holiday. Additional conversation on the meeting structure for the COW and Board meetings. Attorney Hoerauf shared some input on Roberts Rules of Order, and guidance given by the Open Meetings Act. She is seeking direction from the Board for 2022 Board Rules.
5. Administrator to attend an MMRMA Workshop on 02/24/22 – Discussion was had on a three-day workshop given by the MMRMA. The Administrator wishes to attend the second day only, which is when the most information will be given.
6. Independent Contractor Agreement with EMCOG – Discussion was had on the updated contract presented to the Board, as well as information previously shared by Joel Vernier. Emergency Management Director Bob North, shared EMCOG's involvement with the current Hazard Mitigation process.
7. MI Institute of Forensic Science & Medicine – Conversation on the approval of a new Chief Medical Examiner due to the former ME being let go. Sheriff Shea shared some information on the process. The MI Institute of Forensic Science is asking for a Resolution to approve the appointment of Roshan Mahabir as Gladwin County's Chief Medical Examiner for the remaining term ending Dec. 31, 2023.

County Facilities and Transportation-

Data

511 Council

Gladwin Parks and Recreation

Insurance

Memorial Restoration

MERS

Public Safety

Personnel

Finance

1. ARPA Project Proposal for 12 new Automated External Defibrillator (AEDs) – Corrections Sergeant Gruzhit shared that two current AED's have failed and are non-fixable. AEDs are in the police vehicles, in the Jail and in the courthouse. He is asking for the approval of \$15,540 of ARPA funds for this purchase. Sergeant Gruzhit shared cost saving and warranty information with the Board and conversation was had about the "Infrastructure" qualification for ARPA funding.
2. Invoice from the City off Gladwin - Conversation was had on the cost of the tree removal that took place earlier this year at the airport, and the counties portion due the City.
3. 70-hour Payout to Stacey Demoinis for Unused Vacation Time – discussion on the pay-out was had per union contract.
4. Purchase of Six Stop Sticks – Undersheriff Hartwell shared that the original sets were purchased years ago. There are currently patrol vehicles without them; this purchase would re-stock all vehicles.
5. Purchase of three tasers, training cartridges and batteries – Undersheriff Hartwell shared the cost savings for the County if the purchase is made before the end of the year. Additional conversation on grant availability through MMRMA was had.

Report from Civil Attorney –

1. Vehicle Use Policy has been edited.
2. Opioid Settlement monies will be being disbursed. The value of these funds is still unknown, but Attorney Hoerauf is requesting the Boards approval for the chair to sign the settlement documents when the details are finalized.
3. Union Negotiation updates were given. Closed session is an option if desired, but not needed at this time.
4. Four Lakes Task Force (FLTF) has two properties, one on Secord and one on Smallwood, that they would like to relinquish to the County. They are seeking a resolution from the board to accept a Quit Claim Deed / Warranty Deed accepting the properties. Additionally, there are some salvage materials on these properties, that will be salvaged and reflected as Salvage Income for the FLTF.

No additional discussion.

Meeting closed at 10:03 a.m.

Karrie Hulme, County Clerk

Karen Moore, Chairperson