

## Commissioner Minutes of January 10, 2012

*The Gladwin County Board of Commissioners met in Regular Session January 10, 2012. The meeting was called to order at 9:00 a.m. by Chairman Reid. The Pledge of Allegiance was recited. Roll call found all Commissioners present except Commissioner Babcock, who had been excused.*

**The Regular minutes of December 27, 2011 and Organizational Minutes of January 3, 2012** were then considered. *Motion by Commissioner Carl, supported by Commissioner Walters, to approve the minutes as presented. Ayes carried, motion passed.*

The **cash balances** for the General Fund were then read by Commissioner Rhode. *General Fund - \$454,212.43.*

The **monthly Finance report totaling \$162,199.49** was then considered for payment. *Motion by Commissioner Carl, supported by Commissioner Rhode, to approve the bills for payment as presented. Ayes carried, motion passed.*

The consent agenda was then reviewed by the Board. *Motion by Commissioner Smith, supported by Commissioner Carl, to approve the consent agenda as drafted, with all "bolded" items to be considered for approval within the motion to approve. Ayes carried, motion passed.*

**Public Comments** – *none at this time.*

**Bob Evans, Drain Commissioner**, came before the Board with an update. Mr. Evans noted that his office is working with contractors to have the drains cleaned and that he will not have to use engineers, but may have to budget additional money in next year's budget. Discussion. Commissioner Smith asked that a listing of the drains that are going to be cleaned be drafted so that the Board can take the information back to their Townships. Discussion on assessment districts. *(Commissioner Smith excused herself from the meeting 9:17 – 9:20)* Commissioner Walters asked about the Wiggins Lake portage and fishing area. Mr. Evans commented that the project is coming along, but the fencing is not complete yet.

**Lauren Essenmacher, City County Transit**, appeared before the Board to review the 2012/13 fiscal year budget and had a review of last year's "stats" for the Board. Discussion. *Motion by Commissioner Rhode, supported by Commissioner Carl, to accept the 2012/13 proposed budget by resolution. Roll call vote as follows: Walters – yes, Carl – yes, Rhode – yes, Reid – yes, Babcock – excused, Smith – yes, Whittington – yes. 6 yes, 1 excused. Ayes carried, resolution 2012-001 declared adopted.*

**Gina Conrad, Gypsy Moth Coordinator**, came before the Board with information on the spray blocks for treatment. Ms. Conrad stated that she has been working on a multi-year contract for spraying noting that the applicators would need to make a bid price for

three years with a price provision for gas prices. This bid agreement will be sent to all aerial applicators in Michigan for the nine blocks that need treated. Commissioner Carl questioned if the entire County had been assessed and if so then the treatment plan is working if only nine blocks needed treating. Ms. Conrad agreed that the annual treatment has been working. Discussion. *Motion by Commissioner Carl, supported by Commissioner Smith, to allow Ms. Conrad to enter into a three year bid contract with Michigan applicators.* Ayes carried, **motion passed.** Ms. Conrad thanked the Board and stated that she would be back with the results of the bids at the March 13<sup>th</sup> meeting.

Commissioner Smith asked IT Manager, Bob Frei, to explain his request for a server update to the Board. Mr. Frei explained that the BS&A .net programs are running at a slow pace after the conversion and would ask that he be allowed to spend up to \$950.00 to move the server to a "gigabit" for the Clerk and Treasurer's offices. Discussion. *Motion by Commissioner Smith, supported by Commissioner Carl, to spend up to \$950.00 on server upgrades as discussed.* Ayes carried, **motion passed.**

**Old Business** – none to discuss.

**New Business:**

1. Gladwin City has requested to designate one **parking spot in the back of the parking lot for handicap parking.** The city would then run a sidewalk from the parking spot to their building. Discussion. *Motion by Commissioner Carl, supported by Commissioner Walters, to allow the City to use the County property and that any costs associated to move, clear, resurface, paint and clearing or maintenance will be the responsibility of the City.* Ayes carried, **motion passed.**
2. The Board reviewed the changes to the **Non-union Benefits Manual.** *Motion by Commissioner Carl, supported by Commissioner Walters, to approve the manual with the listed changes.* Ayes carried, **motion passed.**
3. A letter of understanding was drafted for the **Building Official in Unit #7** to go from an hourly wage to a salary position. The Board reviewed the letter and had discussion. *Motion by Commissioner Smith, supported by Commissioner Walters, to allow the Chairman to sign the letter of understanding as prepared.* Commissioner Whittington asked about other employees that have asked to do the same thing and have not been addressed. Chairman Reid stated that the Finance committee will meet with these individuals and address their issues at a later date. Ayes carried, **motion passed.**
4. The Sheriff has made the request to **reclassify an employee to a new position under the Corrections contract** and has provided the Board with a copy of the Letter of Understanding outlining that change. *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow the Chairman to sign the letter of understanding as drafted.* Commissioner Rhode explained that this measure is part of the restructure after the Jail Administrator retires. Ayes carried, **motion passed.** Commissioner Whittington voting no.

**Comments from the Chairman:**

- The annual financial audit begins on March 5<sup>th</sup>.

- The next Parks and Recreation meeting will be held at the end of the month. Attorney Jacobson is working on a contract with the Seebeck Foundation to take over the activities and maintenance of the Park.

*(Commissioner Whittington excused himself from the meeting – 10:00 a.m.)*

- The Finance Committee is looking to form a committee of Department Heads to review the 2012 budget in hopes to reduce expenses or raise revenue. Discussion on who will serve and how this committee will operate. *(Commissioner Carl excused himself from the meeting 10:05 – 10:09 a.m.)* The Board discussed the process on how to handle the budget review with Department Heads. Carmen Greer, Board Secretary, spoke on the lack of cooperation in cutting costs from the Courts and her concern with the Board asking the County departments to cut their budgets and staff. Ms. Greer further commented that she believes the Courts need to get on Board with the reduced insurance that the County employees took and reducing their expenses. Chairman Reid stated that the County is “stuck” with the Court contract for another 6-8 months and that the Board needs to get through the next months with the Courts and continue to work with the County departments to make cuts. Sheriff Shea stated that he would be interested in being involved with the budget meetings.

*The Board then took a short recess. 10:17 – 10:25 a.m.*

Commissioner Carl spoke on the upcoming Legislative Breakfast in Beaverton with State Representative Johnson. Commissioner Carl commented that the Board needs to prepare a packet for Representative Johnson to review before Friday with the correspondence to and from the Courts on their lack of cooperation in reducing their budgets.

Commissioner Carl stated that the Board should also forward a copy of the correspondence in regards to the Sherman Township drilling project, so that he can prepare himself for discussion at the meeting on Friday. Discussion. *Motion by Commissioner Carl, supported by Commissioner Walters, instructing the Secretary to prepare an email containing the correspondence between the County and the Courts and the Sherman Township matter to Representative Johnson for his review and assistance. Ayes carried, motion passed.*

*Commissioner Rhode spoke about the need to sit down with the Treasurer and the Clerk once per quarter to review the finances. If a department is over expense within that quarter, the Board needs to meet with that department head to find out why. The same with the revenues, if they are under collected for the quarter, then they need to meet and discuss why they are under collected.*

#### **Finance Matters –**

1. Debbie Primeau, Judge Evans Secretary, has asked to be paid for 5 unused vacation days. Total cost of \$751.80 to be paid from 101-131-704.000. **Motion by Commissioner Rhode, supported by Commissioner Carl, to approve the payment as requested. Ayes carried, motion passed.**

*Commissioner Rhode then made motion to go into executive session regarding a personnel matter. Motion supported by Commissioner Walters. Ayes carried, motion passed.*

## **EXECUTIVE SESSION**

*Motion by Commissioner Walters, supported by Commissioner Smith, to return to regular session. Ayes carried, motion passed.*

*Commissioner Carl then made a motion that County employees are provided an HRA reimbursement that is limited to \$250.00 per month, per family for claims denied due to no coverage because of lack of provider within a 75 mile radius from the employee's residence that performs the same type of procedure or service. This coverage is for BCN participants in the year of 2012. Motion supported by Commissioner Walters. Roll call vote as follows: Carl – yes, Rhode – yes, Reid – yes, Babcock – excused, Smith – yes, Whittington – excused, Walters – yes. 5 yes, 2 excused. Ayes carried, motion passed.*

Commissioner Carl then mentioned that there are two meetings scheduled for Wednesday, EDC and FEMA, in the same room and that one of the meetings would need to move to another area. Suggestion was made to move a meeting to the Law Library. Rick Ghent, Maintenance Supervisor, stated that Judge Evans has not moved any of his belongings from the Law Library, making the room unavailable for use. Discussion. Chairman Reid stated that the Secretary will send Judge Evans a letter asking him to remove his materials within a week so that the room can be utilized again by the public.

Commissioner Smith stated that Commissioner Babcock had surgery last Friday and has been assured that the Board will cover his meetings until he is able to return.

### **Public Comments –**

*Ray Hartwell, Undersheriff, asked where the Board was at with his request to convert to a salary position. Commissioner Walters stated that the Board still has questions to address on the matter. Commissioner Carl commented that they will review his request and make a recommendation to the Board at their next meeting.*

*Sheriff Shea stated that he is preparing new 911 data and statistics by Township. Once the information is ready the Sheriff will make sure each Township receives a copy.*

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

*Motion by Commissioner Carl, supported by Commissioner Walters, to adjourn. Ayes carried. Meeting adjourned at 10:55 a.m. until the January 24, 2012 Regular Session meeting at 9:00 a.m. unless otherwise directed.*

# Gladwin City-County Transit



615 Weaver Court, P.O. Box 498, Gladwin, Michigan 48624  
Phone: (989) 426-6751 Fax: (989) 426-5947

## RESOLUTION OF INTENT

Resolution# 2012-001

The following resolution was offered by Rhode

And supported by Carl

Be it resolved, that the County of Gladwin does hereby approve the proposed Financial Assistance Application submitted by Gladwin City-County Transit for fiscal year 2012-2013.  
Under  
Act No. 51 of the Public Acts of 1951.

Be it resolved that Josh Reid, Board Chairman and Lauren Essenmacher, Executive Director be authorized and directed to execute the Financial Assistance Application for and on behalf of Gladwin County Board of Commissioner.

Resolution Declared Adopted.

## CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal  
County Clerk

January 10, 2012  
Date

## FY2013 RESOLUTION OF INTENT

The approved resolution of intent to apply for state formula operating assistance for fiscal year 2013 under Act 51 of the Public Acts of 1951, as amended.

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Gladwin County Board of Commissioners (Applicant's Name, Authoritative Body), (hereby known as THE APPLICANT) established under Act 94, to provide a local transportation program for the state fiscal year of 2013 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators have been reviewed and approved by the governing body

WHEREAS, THE APPLICANT, has reviewed and approved the proposed balanced (surplus) budget, and funding sources of estimated federal funds \$ 283,300, estimated state funds \$ 641,676, estimated local funds \$ 450,650, estimated fare box \$ 205,000, estimated other funds \$ 193,082, with total estimated expenses of \$ 1,773,708

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Lauren Essenmacher, Executive Director as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2013.

I, Laura Brandon-Maveal, Gladwin County Clerk, of  
(Name) (Secretary, Clerk)

THE APPLICANT, having custody of the records and proceedings of THE APPLICANT, does hereby certify that I have compared this resolution adopted by THE APPLICANT at the meeting of January 10, 2012, with the original minutes now on file and of record in the office and that this resolution is true and correct.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed seal of said Resolution, this 10 day of January, A.D. 2012.

SIGNATURE

Laura Brandon-Maveal