

## Commissioner Minutes of March 25, 2014

*The Gladwin County Board of Commissioners met in Regular Session on Tuesday, March 25, 2014. The meeting was called to order at 9:00 a.m. by Chairman Walters. The Pledge of Allegiance was recited. Roll call found all Commissioners present. Pastor Phil Hortop gave a short prayer before the meeting.*

There were no changes or additions to the agenda. *Motion by Commissioner Smith, supported by Commissioner Aultman, to proceed with the agenda as prepared. Ayes carried, motion passed.*

The **cash balances** were then read by Commissioner Birgel. *General Fund - \$59,408 81. Unallocated has a balance of \$76,417.60. There has been an advance from the 216 fund (911 millage funds) in the amount of \$100,000 to pay bills as approved in January.*

### Finance Matters – Commissioner Birgel:

1. Cohl, Stoker & Toskey has provided a list of closed attorney files that can be destroyed. Discussion. The Board will consult with Attorney Jacobson prior to authorizing the files to be destroyed.
2. **Stacey Gasciel**, District Court Probation Officer, has requested payment of her required **certification courses in the amount of \$135.00 to be paid from 101-136-801.000.** *Motion by Commissioner Birgel, supported by Carl, to approve the payment as requested. Ayes carried, motion passed.*
3. The Treasurer would like Board authorization to **advance funding from the 516 Unallocated fund to the General Fund as needed to pay bills.** This advance will be paid back prior to the end of the year unless otherwise authorized by the Board. *Motion by Commissioner Birgel, supported by Commissioner Smith, to authorize the advance of funds as needed. Ayes carried, motion passed.*

*Motion by Commissioner Carl, supported by Commissioner Smith, to approve the minutes of March 11, 2014 as written. Ayes carried, motion passed.*

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

**Gina Conrad, Program Director – Gypsy Moth**, came before the Board with a **program update and request for signature on the aerial spray application** to the 5 qualifying blocks in the County. Discussion. *Motion by Commissioner Smith, supported by Commissioner Carl, to allow for the Chairman to sign the agreement for spray services. Ayes carried, motion passed.* Ms. Conrad stated that the Townships and residents would be notified prior to spraying. The pilot will also need to apply for a **congested area permit through the FAA**, noting the application to the FAA will require a letter from the Chairman of the Board. *Motion by Commissioner Smith, supported by Commissioner Aultman, to authorize Ms. Conrad and the Chairman to sign the letter authorizing a congested area permit for the pilot upon presentation. Ayes carried, motion passed.* Ms. Conrad then stated that the **“Pesticide Discharge Management Plan”** has been updated this year and will need to be signed by the Chairman. *Motion by Commissioner Carl, supported by Commissioner Smith, to allow the Chairman to sign the updated plan upon presentation. Ayes carried, motion passed.*

**Josh Reid, City-County Transit**, came before the Board with a **contract for bus replacement.** Mr. Reid outlined the project and the sources of funding and asked that the Board take action to allow the Chairman to sign the project contract. *Motion by*

*Commissioner Birgel, supported by Commissioner Aultman, to allow the Chairman to sign the contract as presented. Ayes carried, motion passed. Mr. Reid then presented the resolution to authorize and execute contract 2012-0083 for the purchase of the busses. Motion by Commissioner Carl, supported by Commissioner Smith, to adopt the resolution as outlined. Roll call vote as follows: Carl – yes, Walters – yes, Aultman – yes, Smith – yes, Birgel – yes. 5 yes, 0 no. Ayes carried, resolution 2014-007 declared adopted.*

**Commissioner Smith read a Resolution of Appreciation in honor of past Commissioner Josh Reid.** *Motion by Commissioner Smith, supported by Commissioner Carl, to approve the resolution as prepared. Roll call vote as follows: Walters – yes, Aultman – yes, Smith – yes, Birgel – yes, Carl – yes. 5 yes, 0 no. Ayes carried, resolution 2014-008 declared adopted. The Board presented Mr. Reid with a plaque and photos were taken. Mr. Reid thanked the Board, noting that everyone who worked with him during his years of serving deserves credit also and that the accomplishments were a group effort.*

**Bob Evans, Drain Commissioner** gave a program update and presented the **2013 Annual Drain Report for the Board's review and acceptance.** Discussion on upcoming projects and notifications to land owners. Mr. Evans indicated that all property owners and Townships will be notified prior to beginning any projects. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to accept the Annual Drain Report for filing as prepared. Ayes carried, motion passed.* Discussion on the Turtle Bay (Wiggins Lake) cleanout project.

**Doug Jacobson** came before the Board with the **2014 Gladwin County Survey and Remonumentation Grant.** Mr. Jacobson explained the purpose and history behind the Grant and asked the Board for authorization to continue the grant. *Motion by Commissioner Birgel, supported by Commissioner Carl to continue the grant for 2014 and that Lapham and Associates is used for the project again this year. Ayes carried, motion passed.*

**Correspondence from the Chairman:**

- The Annual Farm Show will be held at the community arena on March 29<sup>th</sup>.
- There will be a scrapping fundraiser held on March 22<sup>nd</sup>.

**Brad Lower, Emergency Management Deputy Director,** came before the Board with an update and introduction of the new Director, Marianne Hill. Ms. Hill reviewed her experience and work history with the Board, stating the County's program does need a lot of work and she is excited to make the beneficial changes.

**Review of Committee Meetings –**

Commissioner Smith spoke on the public forum that was held on March 19<sup>th</sup>, noting 11 townships and both cities were represented. There is not another County Affairs meeting scheduled at this time, but hopes everyone is out working on promoting the millage.

Commissioner Birgel spoke on the Finance and Insurance committee meetings that have been held over the past couple weeks, noting the following:

- Met with the Hantz Group on the County's plan design and the estimated risk of \$400,000 in additional insurance costs. Hantz Group will provide an opinion to

the Board after they receive all the information from Cadillac Insurance, which is coming very slowly.

- The County has spent \$125,000 in gas and electric charges in 2013 and \$9,000 in boiler maintenance. There was an efficiency study conducted in 1998 and many of the recommendations were not funded. Upon visiting each of the offices to find the concerns of the employees for repairs that are needed, it was discovered that five employees were using personal space heaters to stay warm which is an additional cost of operation. The boiler in the Courthouse went down yesterday and Mr. Ghent is working on the repair estimates for that. Commissioner Birgel summarized that the County does need this millage in order to fund the necessary repairs that are needed in the Courthouse.

### **Commissioner Reports by District –**

#### **Commissioner Smith reported:**

- That she attended the Beaverton Activity Center meeting on March 11<sup>th</sup>, noting the attendees received and update on grant status, programs that are available and future fund raising programs.
- On the March 12<sup>th</sup> County Affairs meeting with representatives from 10 townships, followed by a meeting with Gina Conrad and Walt Hart on concerns on the GIS policy.
- That she attended the Land Bank meeting the afternoon of March 13<sup>th</sup> and the Hay Township meeting that evening.
- On attending the Legislative Breakfast with Commissioner Walters and Commissioner Aultman, noting Chairman Walters did a fine job of presenting County issues.
- That she attended another County Affairs meeting on March 17<sup>th</sup>.
- On the Library Board meeting on March 18, 2014. The importance of the Headlee restoration was discussed in relativity to the Library because 30% of the Library's budget comes from penal fines. The genealogical society donated \$1,000 for the purchase of a large flat screen TV to be installed in the large meeting room to be used for special events. The May Book Sale by Friends of the Library will be held May 15-17<sup>th</sup>. There were 4,103 patrons who used the Library in February and 1,684 who used the computers that are available in the Library during this time.
- That she participated in the Public Forum on March 19<sup>th</sup> for the Headlee Millage. There were 38 people who signed in, representing 11 townships and both cities, noting she believes it went well with good information shared and concerns noted.
- On Friday, March 21, 2014 she had the opportunity to ride with a "meals on Wheels" driver. They made eight stops and delivered 14 meals, stating it was a very interesting experience.
- That she would like to remind everyone that the ribbon cutting for the new fire hall is this Saturday at 1:00 p.m.

#### **Commissioner Carl reported:**

- That he attended the County Affairs meeting on March 12<sup>th</sup>. He would like to thank Commissioner Smith for handling the millage forum for him while he was handling his medical treatments.

**Commissioner Birgel reported:**

- On attending the Sports Complex meeting and fundraiser. They are in need of a mower and flags, noting Johnson and Moolenar donated the flags.
- That he attended the Beaverton City meeting, noting the new council is still getting acclimated.
- On attending the Fair Board meeting where Lance Bigham was elected as a replacement member.
- That he attended the Human Services Coordinating Body meeting, noting handouts have been provided to the Board members for their review.
- On "mentoring" a 21 year old while getting his GED, commenting that he will have a very bright future.

**Commissioner Aultman reported:**

- On attending the Grim Township meeting on March 11<sup>th</sup>, noting they are doing well and their Board of Review is completed.
- That she also attended the Bourret Township meeting on the 11<sup>th</sup> where they discussed concerns over road conditions.
- On attending the EDC meeting on March 12<sup>th</sup>. The website is up and running now and they discussed various events. Commissioner Aultman noted that there is a lot for her to learn in this committee and that it is very interesting.
- That she attended the Wixom Lake Improvement meeting. They will begin weed treatments the middle of June and the officers remained the same.
- On attending the Airport meeting on March 13<sup>th</sup> where they are looking to expand the numbers of hangers for rental. Nexteer will be using the airstrip again this year testing their equipment.
- On the Secord Township meeting where Rick Seebeck was there to talk about the milage for the School. The Township will have their tower up by the end of the month and are beginning work on their master plan and looking into handling their own zoning issues.
- That she attended the public forum for the millage on March 19<sup>th</sup>, noting the comments were enlightening, but it would have been nice to have more people there.

**Comments from the Chairman:**

- Today he and his wife are celebrating their 37<sup>th</sup> wedding anniversary.
- On missing the Sage meeting due to another obligation.
- On attending the Chamber breakfast where he spoke.
- That he attended the Gladwin City meeting on March 17<sup>th</sup>.
- On meeting with Cadillac Insurance on the 18<sup>th</sup>.
- That he also attended the public forum on the 19<sup>th</sup>.
- On the Finance meeting held on March 20<sup>th</sup>.
- That he will be attending the Mental Health meeting in Mt. Pleasant this evening.
- On attending the Veterans meeting last week where they honored Joe White with a plaque for his 19 years of service on the Veterans committee. In his years of military, Mr. White has received several honors such as: Bombing Squad Three, USS Saratoga, USS Hancock, USN Terminal Island, USS Makia Island, Fireman

First Class and several bronze and silver stars for his decorated service. Chairman Walters thanked Mr. White for his many years of service.

**Public Comments –**

Ann Manning, Register of Deeds, commented that her website, [gladwinco.us](http://gladwinco.us), is up and operating, noting the public user page has brought in over \$300 in revenue in the last 2 weeks.

Gina Conrad, GIS, spoke on the need for the committee to begin work on the Uniform Addressing again. Ms. Conrad spoke on an issue with Consumers addressing, noting they would not be handling the assignment of addresses in Gladwin County in the future.

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

*Motion by Commissioner Smith, supported by Commissioner Carl, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 10:00 a.m., until the next regular Board meeting on April 8, 2014 at 9:00 a.m., unless otherwise ordered.*

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Laura Brandon-Maveal  
County Clerk

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Terry Walters  
Chairman

2014-007

Date: February 12, 2014  
Agreement No.: 2012-0083  
Authorization No.: P7  
Project Nos.: 123032/123033  
Agenda: MA

**PROJECT AUTHORIZATION  
GLADWIN COUNTY BOARD OF COMMISSIONERS  
FY 2006 AND FY 2007 SECTION 5309 STATEWIDE**

This information is required by the Michigan Department of Transportation (DEPARTMENT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and the DEPARTMENT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date:

Authorization Expiration Date: One year from the effective date of the authorization.

Fiscal Year of Effective Contract Clauses: 2014

The Federal grants associated with the PROJECT AUTHORIZATION are MI-04-0011 and MI-04-0020.

Award Year: 2007

Federal Item Numbers: W00136 and W00145

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Urbanized Area Formula Program is 20.500.

The Department of Labor Certification of Transit Employee Protective Arrangements requirements were issued by the United States Department of Labor in a letter dated July 10, 2007. A copy of this letter will be included with this awarded authorization.

The AGENCY agrees to prepare and submit to the DEPARTMENT quarterly milestone reports for Section 5307. Reports are due 20 days after the end of each quarter.

Timely Expenditure of Funds

The funds included in this PROJECT AUTHORIZATION must be obligated (i.e., place orders for buses, issue third party contracts, purchase equipment, complete facility improvements) within six months of receiving an awarded PROJECT AUTHORIZATION. If funds have not been obligated within twelve months, the DEPARTMENT may cancel this PROJECT AUTHORIZATION and the AGENCY will no longer have access to the funds. The DEPARTMENT will not extend this PROJECT AUTHORIZATION beyond three years except for very unique circumstances as determined by the DEPARTMENT. The DEPARTMENT will allow for additional time for new facility construction projects if sufficient progress is being made to complete the project.

<u>Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
<u>Revenue vehicles:</u>			
Up to one <30 ft replacement bus with lift (819) (123033)	\$22,926	\$ 5,732	\$28,658*
Up to one <30 ft replacement bus with lift (819) (123032)	<u>29,466</u>	<u>7,367</u>	<u>36,833*</u>
Total	\$52,392	\$13,099	\$65,491

**Funding sources:**

PRF No.: 2014-143

2014/7520 \$52,392 (F)  
2014/7520 \$13,099 (S)

\* Grants MI-04-0011/123033/\$22,926 (F)/\$5,732 (S) = \$28,658; MI-04-0020/123032/\$29,466 (F)/\$7,367 (S) = \$36,833.

**GLADWIN COUNTY BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Signature

Terry Walters, Board Chairman  
\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Signature

Lauren Essenmacher, Executive Director  
\_\_\_\_\_  
Print Name and Title

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

\_\_\_\_\_  
Title: Department Director

# 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# 2014-007

The following resolution was offered by ~~Birge~~ Carl

And supported by Smith

Be it resolved, that the County of Gladwin does hereby approve the proposed Contract submitted by the Michigan Department of Transportation.

Be it resolved that Terry Walters, Board Chairman and Lauren Essenmacher, Executive Director be authorized and directed to execute Contract No. 2012-0083 Project Nos. 123032/123033, Auth No. P7 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

## CERTIFIED

Laura Brandon-Maveal  
Laura Brandon-Maveal  
County Clerk

March 25, 2014  
Date



**RESOLUTION**

Resolution of Appreciation on this 25<sup>th</sup> day of ~~February~~<sup>March</sup>, 2014.

WHEREAS, Josh Reid served Gladwin County as a District Commissioner from 2011 to 2014, representing Buckeye and Tobacco Townships, and

WHEREAS, Josh Reid soon was recognized as a leader among his peers, with election as the Board Chair during a period of financial stress, and

WHEREAS, Josh Reid earnestly sought the counsel of County and Township officials and employees as to methods to provide services to County residents in an effective and efficient fashion, and

WHEREAS, Josh Reid was upfront in his dealings with employees and the public, with a goal to be equitable to all, and

WHEREAS, Josh Reid exemplifies the concept of service before self with hours and days devoted to his duties, often balancing family and work obligations, and

WHEREAS, Josh Reid has left the ranks of District Commissioner to concentrate his service in managing public transportation programs in Gladwin County, with his new duties simply another way to move Gladwin County forward.

NOW THEREFORE, in session assembled, the Gladwin County Board of District Commissioners express its sincere appreciation to Josh Reid for his service to the County and its citizens and wishes him God speed in his future endeavor.

\_\_\_\_\_  
Terry Walters, Commissioner

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Donald Birgel, Commissioner

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Dennis Carl, Commissioner

\_\_\_\_\_  
Sharron Smith, Commissioner

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Sandra Aultman, Commissioner

