

## Commissioner Minutes of May 27, 2014

*The Gladwin County Board of Commissioners met in Regular Session on Tuesday, May 27, 2014. The meeting was called to order at 7:00 p.m. by Chairman Walters. The Pledge of Allegiance was recited. Roll call found all Commissioners present. A short prayer was given before the meeting by Pastor Dave Amstutz.*

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

The **cash balances** were then read by Commissioner Birgel. *General Fund - \$1,297,297.90. Unallocated has a balance of \$90,769.50. There has been an advance from the 216 fund (911 millage funds) in the amount of \$400,000 and the TAN note of \$1.3 million is included in the totals. This note will need to be paid in full by December 31, 2014.*

*Motion by Commissioner Smith, supported by Commissioner Carl, to approve the regular minutes of May 13, 2014 and the Committee of the Whole minutes from May 27, 2014 as written. Ayes carried, motion passed.*

### **Public Comments –**

Judge Farrell, District Court, addressed the Board on behalf of his staff based on the actions that are proposed to be made to reduce his office by 1.5 employees. Judge Farrell believes that the Board has violated the agreements that were made between the Courts and the Board. Judge spoke about the reductions to his staff over the years in probation and the addition of Recovery Court. Judge Farrell stated there have been 7-8 meeting with Finance to guarantee that if he reached his revenue levels for the year; his staffing levels would not be reduced. Discussion. Judge Farrell stated that it is difficult to continue to negotiate with the Board when the Courts have done everything they are supposed to so, but still continue to be targeted for cuts.

Marietta Sprott spoke on the proposed layoff in the Animal Shelter, noting the 9 years of progress in the maintaining a strong spay and neuter program and the lower numbers in euthanasia. Ms. Sprott spoke on the \$7,000+ that has been received in the last two weeks to keep the employee that is slated for layoff. The cost of the employee is only \$12,500 and Ms Sprott stated that they are confident that they will collect the other \$5,500 needed to fund her position. Sharon Thurston spoke on fundraising options and the plan to fund the employee. Discussion.

### **Finance Matters – Commissioner Birgel:**

1. **John Shaffer, EMS**, came to the committee to request approval on the **2014-15 budget**. *Motion by Commissioner Birgel, supported by Commissioner Smith, to accept the budget as prepared. Ayes carried, motion passed.*
2. **Rhonda Reppert**, Judge Mienk's secretary, has requested **payment of 5 unused vacation days** per the Court's non-union policy. A total of \$714.40 will be paid from 101-131-704.000 once approved. *Motion by Commissioner Birgel, supported by Commissioner Carl, to payout the requested hours as outlined. Ayes carried, motion passed.*
3. Cadillac Insurance has submitted the following documents for the Board's consideration: HRA compliance, MRA compliance and HIPPA Privacy. Commissioner Birgel stated that these documents will not be signed by the County, as the Board will be taking action to **terminate the agent of record agreement with Cadillac Insurance and retaining the services of Burkhardt Presidio effective July 1, 2014**. *Motion by Commissioner Birgel, supported by Commissioner Smith, to approve the preparation of a letter to BCN notifying them of the change of the agent of record and to allow the Chairman to sign the*

- appropriate paperwork necessary to make the conversion.* Roll call vote as follows: Carl – yes, Walters – yes, Aultman – yes, Smith – yes, Birgel – yes. 5 yes, 0 no. Ayes carried, **motion passed.**
4. The committee has identified **revenue in the 239 fund for GIS services that is due the General Fund.** A motion is needed to allow the Treasurer to move \$35,390.67 from the 239 fund to the General Fund by creating revenue line 101-000-670.000 GIS revenue, noting all future GIS revenues will be deposited this line. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the Treasurer to make the transfer as outlined.* Ayes carried, **motion passed.**
  5. There are **four (4) special fund accounts that will be closed and transferred into the General Fund** based on GASB 54. These funds are inactive and carry small balances in the amount of \$6,625.97. Discussion. *Motion by Commissioner Birgel, supported by Commissioner Carl, to allow the Treasurer to close funds 208, 245, 246 and 295 and move their balances to the General Fund.* Ayes carried, **motion passed.**
  6. Attached is an updated list of cars to be sold by sealed bid. Motion by Commissioner Birgel, supported by Commissioner Carl, to authorize the sale of the cars based on the updated list. These vehicles have been posted for sale by sealed bid and will be opened at the June 10<sup>th</sup> meeting. Ayes carried, **motion passed.**
  7. The Indirect costs for the Drain funds have been discussed numerous times. The Treasurer has verified with other Counties that they bill for these costs each year. Discussion. Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Treasurer to transfer \$22,059.00 in indirect costs from the Drain funds to the General Fund. Ayes carried, **motion passed.**

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

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

- That everything is going well in his Townships, noting there is concern over the ORV road issues. A meeting has been scheduled with the Road Commission on June 9<sup>th</sup> to address the concerns with the Townships.
- On the holiday weekend, noting there were a lot of people who traveled north.

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

- That she attended an insurance meeting for Terry Walters on May 19<sup>th</sup>.
- On attending the Gladwin County Human Services meeting for Don Birgel on May 20<sup>th</sup> where she was given a packet of information that she shared with the Board. Commissioner Smith reviewed each item in the packet of information. Commissioner Carl asked that the packet be sent by email to each of the Townships.
- That she met with the Library Board on May 20<sup>th</sup> where there was a presentation by Steve and Lori Freund from the Gladwin County Food Bank. The Freund's would like to lease the Library owned building in White State for the Food Bank. There was no decision on this matter at the meeting.
- On the Data meeting held on May 21<sup>st</sup> with Gina Conrad and Pitney Bowes. Ms. Conrad asked the committee for three matters. 1) On the most recent **contract with Amalgam for GIS maintenance services, including the point addressing maintenance, road centerline and zoning layer edits.** This bill will be taken from line item 101-101-802.000. Discussion. *Motion by Commissioner Smith, supported by Commissioner Carl, to allow for the contract to be signed.* Ayes carried, **motion passed.** 2) On a request that was received for a shape file through GIS. The individual was not willing to pay for the file, so her request was denied. 3) On the agreement by Justin Schneider to issue the house numbers for new homes in his office. The Data committee then met with Lorie Jager with **Pitney Bowes.** The current postage machine is no longer covered under maintenance and the County **will need to sign a new contract.** This will result in a \$400 savings and a savings of \$1.35 per certified mailing. Discussion. *Motion by Commissioner Smith, supported by Commissioner Birgel, to approve the new contract as proposed by Pitney Bowes and to authorize the Chairman to sign upon presentation.* Ayes carried, **motion passed.**

- On meeting with the Uniform Addressing committee for Commissioner Walters on May 22<sup>nd</sup>. Commissioner Birgel will handle the issues of that meeting in his report.
- That she attended a meeting on May 22<sup>nd</sup> with MidMichigan Focus Group on health care services available in Gladwin County, noting it was a very interesting meeting.
- On attending the Memorial Day services in both Gladwin and Beaverton, stating everything was well done.
- There will be a County Affairs meeting on June 9<sup>th</sup> to discuss the ORV issues with the Townships.
- On attending the open house for the Beaverton Fire Department.

*Commissioner Smith then made a motion to continue to hold the last meeting of the month at 7:00 p.m. through September. Motion supported by Commissioner Birgel. Ayes carried, motion passed.*

**Commissioner Birgel reported:**

- On meeting with the Point Addressing committee. The committee is working on an ordinance that will provide for the house number to be assigned at the time the driveway is constructed, or with coordination from the Road Commission if the culvert is coming from them. Discussion. *Motion by Commissioner Carl, supported by Commissioner Smith, to table the topic until the June 10<sup>th</sup> meeting. Ayes carried, motion passed.*
- That he attended the Beaverton Fire Department open house.
- On attending the Beaverton City meeting.
- On the Sports Complex meeting that he also attended.

**Commissioner Aultman reported:**

- On attending the Grim Township meeting on May 13<sup>th</sup>.
- That she attended the Bourret Township meeting also on May 13<sup>th</sup>.
- On attending the EDC meeting, noting their disappointment in the millage results as it will impact their budget.
- That she attended the MAC meeting in Grayling on the 18<sup>th</sup>.
- On the Secord Township meeting on the 21<sup>st</sup>, noting their cell tower will be up by the end of the month.

**Comments from the Chairman:**

- On attending the Sage Township meeting.
- That he attended the Gladwin City meeting where they discussed their paving projects.
- On a number of Finance meetings that he has attended.
- That the Memorial Day celebrations went great.
- On attending the Committee of the Whole meeting this morning regarding the budget.
- That he attended the Mental Health meeting tonight where he stepped down as Chair, so that he could dedicate more time here.

**Veterans Lost –**

Kenneth Westphal – Buckeye Township, Korea  
James McMullen – Sage Township, WWII

Chairman Walters made the comment that Judge Farrell was correct in his earlier statements and that the Board will need to take a look at what can be done.

Chairman Walters then asked Commissioner Birgel to review the list departments that will be reduced. Commissioner Smith asked that if you are a member of the public, that you stand, state your name and where you are from.

*Commissioner Birgel started by stating that he has worked on the proposed figures for many days to make sure they are accurate. He has also stated that the Treasurer has been able to provide him with a cash flow analysis from bond council that shows the County will need to cut approximately \$380,000 in the General Fund by the end of the year. The proposed cuts are roughly \$210,000 and additional will need to be looked at by the end of the year. Commissioner Birgel then spoke about the PA 152 requirements for all employees. There had been discussion between Commissioner Birgel and Darrell Schlese on the PA 152 figures for court employees at the committee of the whole meeting earlier that morning. The list of reductions by department are as listed:*

Animal Control -	\$12,500
Circuit Court -	\$16,500
District Court -	\$25,500
	\$14,000
Friend of the Court -	\$27,500
	\$13,000
IT Department -	\$10,000
Probate Court -	\$23,000
County Clerk -	\$28,000
Sheriff's Dept. -	\$17,000
Treasurer -	\$ 7,500
Prosecutor -	\$15,000

It was noted that the Board has already made the reduction of the Deputy Director from Emergency Management.

Marietta Sprott asked that the Board take the Animal Control position under advisement and meet with the department so that they can revisit the numbers.

Judge Farrell stated that he also has issue with the Board taking action tonight on his department, stating he would like the opportunity to review the cash flow reports with the committee prior to them reducing his budget further.

Commissioner Smith stated that all Finance meetings are now going to be by Committee of the Whole and that the Board does need to take some actions tonight, but noting that the reductions must be in place (proposed savings) by the end of the year. Discussion.

Tori, Rhodes, Michigan, spoke on her concerns with Courtroom Security and the liabilities associated.

Laura Flach, retired County Clerk, spoke on the importance of the County Clerk's office. Mrs. Flach stated that she does not envy the position of the Board members and stated that the Clerk's office is one of the most crucial areas of county government. Discussion on the vital acts of the County Clerk and the impairment to assist the Board with less staffing.

Clerk Laura Brandon-Maveal spoke on the importance of her staff and the services they provide. She stated that she reviewed the majority of her concerns at the Committee of the Whole meeting

this morning, but would ask that the Board reconsider their action until she can provide further information.

Kelly Miller, Gladwin Township, stated that he has been attending meetings for several months and has been also looking at the finances of the County. Mr. Miller commented that this financial issue is not a new problem and the residents have shot down every attempt for the County to collect additional tax revenue, noting they should be prepared for reductions in services.

*Motion by Commissioner Carl, supported by Commissioner Smith, to pass the reductions as presented with the exception of District Court, Animal Control and County Clerk with these three departments being re-visited by the Finance committee. Roll call vote as follows: Walters – yes, Aultman – yes, Smith – yes, Birgel – yes, Carl – yes. 5 yes, 0 no. Ayes carried, **motion passed.***

**Board Comments** – Commissioner Smith stated that Carol Gladwin will be visiting tomorrow with her mother from England. They are coming to visit the town that was named after her great-grandfather.

**Public Comments** –

Martin Willford, friend of the Gladwin County 4-H program, spoke on the funding provided to the MSU program. Mr. Willford discussed with the Board that they have lost the trust of the community and he hopes they allow for MSU ballot wording to be placed on the November ballot. Commissioner Aultman responded that she is working with a committee on ways to generate revenue for the program, and will present it to the Board when finalized. Commissioner Smith stated that she will get input from her townships on the placement of the millage question.

Larry Thorington commented that he feels the 4-H program and County Fair should be incorporated.

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

*Motion by Commissioner Carl, supported by Commissioner Smith, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 8:25 p.m., until the next regular Board meeting on June 10, 2014 at 9:00 a.m., unless otherwise ordered.*



Laura Brandon-Maveal  
County Clerk



Terry Walters  
Chairman

# State of Michigan

FIFTY-FIFTH CIRCUIT COURT  
COUNTIES OF CLARE AND GLADWIN

THOMAS R. EVANS  
CIRCUIT COURT JUDGE



Telephone: (989) 426-9237  
Fax: (989) 426-4493

401 WEST CEDAR AVENUE  
GLADWIN, MICHIGAN 48624-2052

June 5, 2014

Ms. Laura Brandon-Mavel  
Gladwin County Clerk's Office  
401 W. Cedar Avenue  
Gladwin, Michigan 48624

**RE: Unapproved Commissioner Minutes of May 27, 2014**

Dear Ms. Brandon-Maveal:

In reviewing the Unapproved Commissioner Minutes of May 27, 2014, I notice on page four "Commissioner Birgel then spoke about the PA 152 requirements for all employees. Discussion between Commissioner Birgel and Darrell Schlese on the PA 152 figures for court employees." Please note that this discussion could not have taken place as Mr. Schlese did not attend the meeting on the night of May 27, 2014. I would request that the minutes be appropriately corrected.

Sincerely,

A handwritten signature in cursive script that reads "Thomas R. Evans".

Thomas R. Evans  
Circuit Court Judge  
TRE:dp

cc: Chairman Terry Walters  
Vice-Chairman Don Birgel  
Commissioner Sandra Aultman  
Commissioner Dennis Carl  
Commissioner Sharron Smith  
Mr. Darrell Schlese

