

## Commissioner Minutes of July 12, 2011

*The Gladwin County Board of Commissioners met in Regular Session July 12, 2011. 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.*

**Agenda** – *No corrections or additions.*

**The Regular Session and Executive Session minutes of June 14, 2011 and the Committee of the Whole / Special Board Minutes of June 28, 2011** 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 - \$106,587.02.*

The **monthly Finance report totaling \$85,360.78** was then considered for payment. *Motion by Commissioner Carl, supported by Commissioner Smith, to approve the bills for payment as presented. Ayes carried, motion passed.*

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

### **Correspondence from the Chairman:**

- On the 911 flyer that was created for the upcoming election.
- On a report received from the EDC Director.
- On the letter received from Lakeshore Legal Aid.

**The Board then considered an amendment to Gladwin County Zoning Ordinance 2011-006 to extend the “medical marijuana moratorium” by 90 days.** *Motion by Commissioner Carl, supported by Commissioner Walters, to make the extension by resolution as requested. Roll call vote as follows: Walters – yes, Carl – yes, Rhode – yes, Reid – yes, Babcock – yes, Smith – yes, Whittington – yes. 7 yes, 0 no. Ayes carried, motion passed.*

### **Committee Reports by District:**

#### **Commissioner Walters reported:**

- On attending the Sage Township meeting on June 8<sup>th</sup>.
- On the Parks and Rec meeting on the 14<sup>th</sup>.
- On attending the Lake Improvement meeting on the 15<sup>th</sup>.
- On missing the Sherman Township meeting on the 21<sup>st</sup> to attend the “long” Fair Board meeting in anticipation of the fair this week.
- On attending the Central Michigan Mental Health finance meeting in Mecosta County on the 28<sup>th</sup>.

On the County Affairs meeting with the Townships regarding FEMA. Discussion of letters from Benishek and Stabenow for their support. Discussion on the need to have a

formal proposal of costs to submit with a schedule of services. Commissioner Carl commented that the Township were told \$16-\$18 per parcel and now they are being asked to pay up to \$20/parcel, noting that they are "scrambling" because they only meet once a month and they still do not have firm numbers. Bob Evans, Drain Commissioner, noted that the costs are trying to be reduced and that final numbers are expected before the 14<sup>th</sup> of July. Discussion on all persons involved forwarding e-mails regarding this matter between them so that all are being updated.

- That the Veterans Committee would meet this afternoon and that the following veterans have been lost: Edith Dockett, Gladwin City – Post Korea. Henry Sanders Jr., Clement Township – Air Force. Private First Class Brian Backus of Saginaw was killed June 18, 2011 in Afghanistan while supporting Operation Enduring Freedom. US Army Specialist Robert Voakes Jr. was killed on June 20, 2011 in Afghanistan.

**Commissioner Carl reported:**

- On attending the Clement Township meeting on June 8<sup>th</sup>.
- On the Butman Township meeting on the 9<sup>th</sup>.
- On attending the Bourret Township meeting on the 14<sup>th</sup>.
- On the Gladwin Township meeting on the 15<sup>th</sup>.

Commissioner Carl commented that the 911 flyers looked good and need to be circulated to the Townships. The Hazardous Waste collection will accept waste from all Townships even if their community didn't participate because it is grant funded.

**Commissioner Whittington reported:**

- That he attended both Township meetings.
- On attending the Wixom Lake Improvement Board meeting.

**Commissioner Smith reported:**

- On attending the Beaverton City Council meeting June 20, 2011, noting there was interesting controversy over the closing of Calhoun Park.
- On the Library Board meeting June 21, 2011. As reported at the Committee of Whole meeting, the District Library received a \$10,000.00 donation from the estate of Herbert H. Steinkraus.
- On the Committee of Whole meeting on June 28, 2011.
- On attending the Finance/Personnel meeting on July 7, 2011.
- On the Finance/Personnel meeting on July 11, 2011, stating the committee heard an interesting proposal from Hi-Tec concerning cleaning services.
- On the Tobacco Township meeting held July 11, 2011, noting Supervisor Bill Clark would like to be on the record in opposition to privatizing cleaning services.

**Commissioner Babcock reported:**

- On the finalization of the copier return process.

- On the County Affairs meeting on June 30<sup>th</sup> with the Townships regarding FEMA.
- On attending the NMSAS meeting on July 11<sup>th</sup> in Gaylord.
- On the Grout meeting on the 5<sup>th</sup>.
- On attending the Beaverton Township meeting on the 11<sup>th</sup>.
- That he has been participating in many meetings to observe.

**Commissioner Reid reported:**

- That he has attended many Finance and Personnel meetings that will be covered under Commissioner Rhode's report.

**Commissioner Rhode reported:**

- On the report provided by the new EDC Director.
- On the Health and Human Services report showing 211 calls.
- That MSU will send in an individual to make a presentation on Equalization Director duties to inform the Board.
- On attend the Community Mental Health meeting.
- That the new Michigan Works building is complete and the staff has moved in.
- On a data report received by EMCLG, noting it is available if any Board member would like to review it.

**Finance Matters –**

1. Justin Eastman, Jail Administrator, made a request to purchase a **finger roll Livescan system** with his SECURUS funds. Total of \$12,980.00 will be paid will grant funding upon approval. *Motion by Commissioner Rhode, supported by Commissioner Walters, to approve the purchase with SECURUS funds as requested. Ayes carried, motion passed.*
2. **Region VII Area on Aging** has provided the County with a proposed Annual Implementation Plan for 2012. They have asked that upon review the Board send a letter of support for the plan. *Motion by Commissioner Rhode, supported by Commissioner Carl, to send a letter in support of the plan as requested by Area on Aging. Ayes carried, motion passed.*
3. Attached are the first half 2011 **Over Revenue/Over Expense budget amendments**. *Motion by Commissioner Rhode, supported by Commissioner Walters, to approve the budget amendments as drafted. Ayes carried, motion passed.*
4. The state has released toolkits for "**County Dashboards**". These dashboards are to provide transparency to residents and the State of the County's fiscal activities and projects. A motion is needed to begin establishing the dashboard. *Motion by Commissioner Rhode, supported by Commissioner Smith, to begin the process of establishing the dashboards and meet with the Finance Committee to see who will be responsible for updating the data. Ayes carried, motion passed.*
5. Mike Brubaker, 911 Director, has made a request to pay for **911 computer system repairs** that were not covered under contract. Total cost is \$1,175.20 to be paid from 101-422-933.000. *Motion by Commissioner Rhode, supported by Commissioner Walters, to handle the repairs as requested. Ayes carried, motion passed.*
6. Mike Brubaker also reviewed with the committee the progress of the **911 tower on VanDyke Road**. Mr. Brubaker commented that the County match to the Grant project would be \$4572.04. Funding can be paid with a due to / due from repayment advance from 216 funds until the General Fund is able to budget the money within the budget. *Motion by Commissioner Rhode, supported*

by Commissioner Smith to spend the money and allow the Treasurer to transfer \$4572.04 from 216 to General Fund as a due to / due from. Ayes carried, **motion passed.**

7. Ray Hartwell came before the Board on three (3) matters.
  - **Replace a Part Time 24 hour/week Corrections Officer** due to a vacancy. There will need to be a motion to allow the hiring of a replacement. Commissioner Rhode commented that it would be more costly not to hire the part time officer vs. fill overtime with a full time officer. *Motion by Commissioner Rhode, supported by Commissioner Carl, to allow the hiring of a part time Corrections Officer.* Ayes carried, **motion passed.**
  - On a recent **accident involving a Fire Truck and one of our patrol vehicles.** Three bids have been received. Triple M - \$2757.50 High Caliber - \$3064.43 and Grimmets - \$2743.28. There will be a \$1000.00 deductible that will hopefully be refunded by the Fire Department. *Motion by Commissioner Rhode, supported by Commissioner Carl, to have the repairs done with Grimmets for \$2743.28 and that the deductible due from the County on the repairs is requested from the Fire Department.* Ayes carried, **motion passed.**
  - On a **Taser grant with MMRMA to purchase 3 tasers** and supplies for the Sheriff's Department. Permission is needed to allow the Undersheriff to apply for the Grant, noting several agencies are paying portions of the cost. The total project is estimated at \$4500.00 with \$1200 being reimbursed by MMRMA, \$2000 from the Prosecutor, \$500 from 1016 Recovery Network and \$1221 from Crime Stoppers. *Motion by Commissioner Rhode, supported by Commissioner Walters, to apply for the grant as outlined above.* Ayes carried, **motion passed.**
8. Mike Brubaker, 911 Director, has asked that the Board approve the **maintenance agreement for his furniture stations through Xybix.** Total cost is \$1566.00 for a year and can be paid from 282 funding. *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow Mr. Brubaker to enter into an annual maintenance agreement as requested.* Ayes carried, **motion passed.**

#### **Discussion on Proposed Budget Reductions –**

A worksheet was passed out to the Board members on the proposed positions that were considered for reduction and the approximate savings. The Board acted on the following of the items: *Elimination of a full time clerk position in the Register of Deeds office. Elimination of a part time clerk position in the Treasurer's office. Elimination of a full time clerk in the Clerk's office. Cut both evening Janitor positions and replace with privatized service.* Commissioner Smith noted that the privatized janitorial service was a concern with some of her constituents and would like to look into the references and talk to some of the school employees for their thoughts. Commissioner Whittington stated that this Board is continuously making offices do more with less and that these positions need to be considered carefully. Commissioner Walters cautioned "putting the cart before the horse" in the Register of Deeds before mediation proceedings are finished. Commissioner Reid commented that the Board still has a right not to fund a position and that the Finance Committee has reviewed the budget and these specific cuts beginning in February. Discussion on Hi-Tech and the need to research all of the Board's options before eliminating staff. Discussion and comment from the Elected Officials that were affected. Commissioner Walters commented that the Board needs to come up with accurate figures to present and stop throwing around figures that are incorrect. Commissioner Reid stated that the figures are correct and that the committee has reviewed the bid from Hi-Tech, noting a savings of \$40,000 between salaries and cleaning chemicals. Discussion.

*Motion by Commissioner Babcock, supported by Commissioner Carl, to allow the Finance Committee the right to explore options with Hi-Tech for a contract with the County after speaking with the School employees to receive their feedback. Roll call vote as follows: Carl – yes, Rhode – yes, Reid – yes, Babcock – yes, Smith – yes, Whittington – no, Walter – yes. 6 yes, 1 no. Ayes carried, **motion passed.***

*Ray Hartwell asked for the figures that the Board is quoting in stating that their budget will not be balanced. Commissioner Rhode commented that the revenues will be short \$200,000 due to budgeting incorrectly and that the Board has already spent \$65,000 in expenses that were not budgeted for. Commissioner Reid stated that the Finance Committee has met with Department Heads and Elected Officials since the beginning of the year and has reviewed the budgets from 2008 forward to realize a shortage each year between \$300,000 and \$500,000 expenses vs. revenue. Commissioner Reid stated further that Department Heads were asked where the County can create revenue or save expenses, but received very little feedback and something needs to be done to address the issue. Treasurer VanTiem commented that her office has taken on additional duties with the changes the Board made in Equalization and that the Board should be looking at "non-mandated" services first before making the cuts they have suggested. Rick Ghent commented that the Parks and Rec area was closed because of the 2010 budget, noting now it is reopen and running in the "red" because there are not rentals to support the expenses. Commissioner Reid stated that it was the Board's intentions to run the park for 2011 and have it be cost neutral to the County and if it is proven that the Park is not cost neutral then the Board will have to review their decision to keep it open during the 2012 budget process. Undersheriff Ray Hartwell commented that he believes too many people are assuming what numbers "might be" at the end of the year and by making these cuts and forcing people to take different insurance to save money may make the Board "look stupid" if the budget is balanced at year end.*

*Motion by Commissioner Carl, supported by Commissioner Smith, to eliminate the part time clerk in the Treasurer's office as recommended by the Finance Committee. Treasurer VanTiem asked that the Board consider allowing the position to work 1-2 days per week rather than eliminate the position completely. The Board had no response. Roll call vote as follows: Rhode – yes, Reid – yes, Babcock – yes, Smith – yes, Whittington – yes, Walters – yes, Carl – yes. 7 yes, 0 no. Ayes carried, **motion passed.***

*Motion by Commissioner Smith, supported by Commissioner Carl, to eliminate a full time deputy in the Register of Deeds office. Discussion. Commissioners Whittington and Walters voiced their concern with this elimination. Roll call vote as follows: Reid – yes, Babcock – yes, Smith – yes, Whittington – yes, Walters – yes, Carl – yes, Rhode – yes. 7 yes, 0 no. Ayes carried, **motion passed.***

*Motion by Commissioner Carl, supported by Commissioner Walters, to reduce a part time clerk in the Clerk's office to one day per week and that the Clerk's budget reduction plan be implemented as recommended by the Finance Committee. Roll call vote as follows: Babcock – yes, Smith – yes, Whittington – yes, Walters – yes, Carl – yes, Rhode – yes, Reid – yes. 7 yes, 0 no. Ayes carried, **motion passed.***

*Commissioner Reid commented that the reductions done today will save approximately \$115,000 for a year and that the 2012 budget process will begin soon. Commissioner Whittington asked where the Board is at with the Courts and the unsettled contracts. Commissioner Reid commented that a letter has been sent to the Courts and that contracts are being finalized with the other groups.*

**Public Comments** – Sheriff Shea spoke about the upcoming 911 millage vote and the need to get the information out to the public.

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

*Motion by Commissioner Whittington, supported by Commissioner Carl, to adjourn. Ayes carried. **Meeting adjourned at 10:25 a.m. until the July 26, 2011 Committee of the Whole meeting beginning at 9:00 a.m. unless otherwise directed.***

Laura Brandon-Maveal, Clerk

Josh Reid, Chairman

**AMENDMENT TO  
GLADWIN COUNTY ZONING ORDINANCE NO. 2011-006**

WHEREAS, the County of Gladwin adopted Ordinance No. 2011-006 which is an Amendment to the Gladwin County Zoning Ordinance which provided that no permits will be issued for businesses or operations engaged in the area of medical marijuana provision through September, 2011, and

WHEREAS, the Gladwin County Planning Commission has reported to the Board that it has commenced consideration of the proper regulations of so-called medical marijuana in cooperation with other agencies, but desires an additional period to prepare a recommendation for specific terms of regulation, and

WHEREAS, the said Gladwin County Planning Commission has asked for a ninety (90) day moratorium extension.

NOW THEREFORE, the County of Gladwin ordains that the Zoning Ordinance be further amended such that the "medical marijuana moratorium" be extended for an additional ninety (90) days following the expiration of the presently provided moratorium period.

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Ayes: Walters, Carl, Rhode, Reid, Babcock, Smith, Whittington  
Nays: 0  
Absent/Abstain: 0

I, Laura Brandon-Maveal, as County Clerk, certify that the above Amendment to Ordinance was adopted on July 12, 2011, by the Gladwin County Board of Commissioners.

Laura Brandon-Maveal  
Laura Brandon-Maveal, County Clerk

## Semi-Annual Budget Transfers Over Expense/Revenue

### Over Revenues - Transfer to Contingent

	DR	CR
101-000-425.000		\$3,258.00
101-000-540.136		\$4,262.00
101-000-604.000		\$82.00
101-000-610.215		\$71.00
101-000-620.105		\$43.00
101-000-638.000		\$270.00
101-000-641.000		\$37.00
101-000-660.000		\$266.00
101-000-663.215		\$475.00
101-000-671.410		\$5.00
101-000-673.000		\$1,243.00
101-000-685.000		\$23,329.00
		\$33,341.00
101-891-969.000	\$33,341.00	

### Over Expense - Transfer to Contingent

	DR	CR
101-101-831.000	\$2,509.00	
101-131-860.000	\$420.00	
101-131-901.000	\$193.00	
101-215-727.001	\$1,039.00	
101-215-727.000		\$1,039.00
101-215-933.000	\$400.00	
101-225-727.000	\$30.00	
101-225-727.002	\$10,976.00	
101-225-703.000		\$7,500.00
101-225-802.000	\$9,397.00	
101-229-706.001	\$68.00	
101-253-727.004	\$497.00	
101-258-815.933	\$1,763.00	
101-265-935.001	\$1,797.00	
101-296-983.001	\$10,622.00	
101-316-706.005	\$2,475.00	
101-301-706.005		\$2,475.00
101-331-758.000	\$234.00	
101-434-955.000	\$150.00	
101-603-835.000	\$252.00	
101-756-727.000	\$186.00	
101-900-970.001	\$423.00	
	\$43,431.00	\$11,014.00
101-891-969.000		\$32,417.00