

## Commissioner Minutes of October 14, 2014

*The Gladwin County Board of Commissioners met in Regular Session on Tuesday, October 14, 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, except Commissioner Carl who has been excused. A short prayer was given before the meeting.*

*Motion by Commissioner Smith, supported by Commissioner Aultman, to proceed with the agenda as presented. Ayes carried, **motion passed.***

*The unapproved minutes of September 23, 2014 and October 9, 2014 were then reviewed. Motion by Commissioner Smith, supported by Commissioner Aultman, to approve the minutes as prepared. Ayes carried, **motion passed.***

The **cash balances** were then read by Commissioner Birgel. *General Fund - \$3,094,023.36. Unallocated has a balance of \$96,970.14. Total General Fund and Tax Unallocated Cash \$3,190,993.50. 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. The Treasurer commented that the County can now pay off the advance from the 216 funds if they so choose.*

**Public Comments** – Mike Greer, District Court Magistrate, spoke on the People vs. Cunningham matter, noting the new legislature is on the Governor's desk for signature. Discussion.

Chairman Walters stated that he spoke to Bob Moffitt this morning on the funding concerns for EDC and the Airport. The Finance committee will meet with Mr. Moffitt and the Mayor next week to discuss funding options.

Shari Spoelman, MSU, came before the Board with the MSU Extension Annual Report. Copies of the presentation were provided to the Board for their review and Ms. Spoelman handled questions.

Bill Rhode spoke to the Board on behalf of EmCOG, noting they are in the process of working on a hazardous mitigation plan. Discussion on membership dues and the benefit of EmCOG.

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

1. The reimbursement check from NMSAS in the amount of \$28,120.00 has been received and deposited into 101-000-671.000.
2. MMRMA has sent renewal documents for 2014. This year, the Board must authorize an agent for their web-based renewal process. The Finance Committee has made the recommendation that their Secretary, Amy Pfenninger, be named the contact for the renewal process.
3. Karee Barlow, 911 Assistant Administrator, has requested that Joe Laidlaw and Chuck Peters be allowed to attend the Public Safety Dispatcher training at the Oakland Police Academy. Total cost is \$348.50 and will come from 282-000-804.001. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow for the training as outlined. Ayes carried, **motion passed.***
4. Paul Graveline, Recovery Court Coordinator, has requested that the \$2,420.00 that has been collected from the 2014 program be sent to Clare County to offset testing and treatment costs for participants. *Motion by Commissioner Birgel, supported by*

- Commissioner Smith to allow the Clerk to pay \$2,420.00 from line 101-137-715.000 to Clare County to cover the project as outlined. Ayes carried, motion passed.*
5. Matt McGourty, Jail Administrator, has requested payment for 40 hours of unused PTO time per his contract on his October 1, 2014 anniversary date. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Clerk to make the payment as requested. Ayes carried, motion passed.*
  6. MMRMA Attorney, Cummings, McClorey, Davis & Acho, have requested to destroy two County cases that have been under retention. It is the recommendation of the committee to authorize the Secretary to contact the firm to destroy the "Davis vs. Gladwin County" matter. The other case shall be retained by the firm or by the County as the Attorney deems fit. *Motion by Commissioner Birgel, supported by Commissioner Smith, to destroy the Davis file and retain the Jarvis file. Ayes carried, motion passed.*
  7. The County Clerk has requested to attend her quarterly conference in Big Rapids. There is no registration fee for this conference and the lodging is paid for by the association. Mileage and meals to be paid from 101-215-860.000 once approved. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Clerk to attend the conference as outlined. Ayes carried, motion passed.*
  8. The upcoming "New County Commissioner" training will be held in Frankenmuth on December 9<sup>th</sup> from 3-8 p.m. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow four Commissioners to attend (Walters, Smith, Hinman and Aultman) at a total cost of \$460.00 to be paid from 101-101-860.000. Ayes carried, motion passed.*
  9. The EVIP filing for 2015 requirements has been signed by the Chairman and submitted.
  10. The quote for the UPS system for 911 has been reviewed. Cost of \$18,570 for the equipment and \$1,745 for the cost of labor will be taken from 911 millage funds. Discussion. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow with the project as outlined. Ayes carried, motion passed.*
  11. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the Treasurer to repay the 216 fund from General fund (\$400,000 plus calculated interest). Ayes carried, motion passed.*
  12. The bill for the EmCOG dues was discussed. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to pay the billing for the dues as reviewed. Ayes carried, motion passed.*
  13. The billing for the 3<sup>rd</sup> quarter payment to Clare County for the Court Administrator wage and fringe has been discussed. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Clerk to pay the billing as received. Ayes carried, motion passed.*

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

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

- On attending the Buckeye Township meeting.
- That she participated in the "round table discussion" with Clare and Ogemaw counties on September 25, 2014. The next meeting will be November 6<sup>th</sup> at 1:00 p.m.
- On the Data committee meeting from October 1<sup>st</sup>. IT Right will be responsible for on-site repairs. Discussion on the needs of updated equipment for 911 and GIS imagery.
- That she went on the first annual "ride along" sponsored by the Gladwin County Road Commission, noting it was very interesting. Maps and information was given to the other Board members with encouragement to participate next year.
- On attending the Finance meeting on October 9<sup>th</sup>.

- On the Hay Township meeting held on October 9<sup>th</sup>.
- That she attended the Tobacco Township meeting on October 13<sup>th</sup>, noting discussion on the Boyce Hydro lawsuit.

**Commissioner Birgel reported:**

- That he and Chairman Walters met with Billings Township on GIS concerns.
- On attending the Grout Township meeting.
- That he attended the Beaverton Township meeting, noting conversation of blight enforcement.
- On the Central Michigan Health Board meeting in Mt. Pleasant, noting a vacancy on the Board. Discussion. Motion by Commissioner Birgel, supported by Commissioner Aultman to appoint Susan Svetcos to the vacancy. Ayes carried, motion passed.
- That he attended the Dispatch meeting.
- On participating in the “round table discussion” with Ogemaw and Clare counties.
- On the Central Michigan District Health Department meeting last week in Mt. Pleasant.
- That he attended the Data meeting.
- On the insurance meeting held with the Union groups.
- On a sample resolution offered in support of the Promissory Zone grant program. Discussion. *Motion by Commissioner Birgel, supported by Commissioner Smith, to adopt the resolution as reviewed and to make Amy Pfenninger the Administrator.* Roll call vote as follows: Carl – excused, Walters – yes, Aultman – yes, Smith – yes, Birgel – yes. 4 yes, 1 excused. Ayes carried, **resolution 2014-026 declared adopted.**

**Commissioner Aultman reported:**

- That she attended the Board of Health meeting in Harrison on September 25<sup>th</sup>. The Board spoke on “outbreaks”. She did request a breakdown of service by county at the Board’s request.
- On attending the “round table discussion” on the 25<sup>th</sup>.
- That she attended the Michigan Works meeting on September 26<sup>th</sup>, noting she has provided the work stats for August.
- On attending the EDC meeting on October 8<sup>th</sup>, noting a donation from Consumers in the amount of \$1,500.00 and discussion on loans.
- That the Beaverton Community Center is very close to their goal from the “Step Up campaign”.
- On the Airport meeting on October 9<sup>th</sup>.
- That she participated in the Finance and County Affairs meeting on October 9<sup>th</sup>.
- On attending the Billings and Bentley meetings last night.
- The “Holiday Hunt” will be held in Beaverton on November 14<sup>th</sup> & 15<sup>th</sup>.

**Comments from the Chairman:**

- On attending the Gladwin City meeting on October 6<sup>th</sup>, noting conversation on tree removal and carving throughout the city.
- That the Free Methodist on M-18 is participating in a homeless shelter project.
- On the Sage Township meeting on October 8<sup>th</sup> where they are working on blight issues.
- That he attended a meeting on October 9<sup>th</sup> with Mr. Borushko and the Unions on insurance issues. Chairman Walters commented that issues were difficult and he understands the concern of the employees. He is not in favor of the 80/20 option in 2015 and would like to see the Board stay with the current plan. Chairman Walters pointed out

that there was no change in the insurance coverage in July, only the agent that is handling the account. Discussion.

- That there will be a winter storm program presented by Emergency Management tomorrow night.
- On October 19<sup>th</sup> there will be a benefit dinner for the Thurlow family at the Knights of Columbus from 12-5 p.m.
- That he will be discussing the need for a fire drill and other safety protocols at the next department head meeting.
- There will be a Gladwin Community Connection held on October 15<sup>th</sup> from 2-6 p.m., noting many services available and food boxes provided to the community.

**Public Comments –**

Gina Conrad, Gypsy Moth, spoke on an opportunity to have BS&A hold a training at the County for Township Assessors to learn how to use the GIS program and the importance of sharing the cost of the new imagery. Total cost of the training is \$1,400 and could be paid for with GIS funds. Discussion on the imagery project. *Motion by Commissioner Smith, supported by Commissioner Aultman, to pay for the training in the amount of \$1,400, using GIS funding, to train the Township Assessors and Equalization Department. Ayes carried, motion passed.*

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

*Motion by Commissioner Smith, supported by Commissioner Aultman, to adjourn. Ayes carried, motion passed. Meeting adjourned at 10:16 a.m. until the next regular Board meeting on October 28, 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

Sample Resolution by  
Board of Commissioners

Date:

THE HONORABLE BOARD OF COMMISSIONERS

WHEREAS, the Promise Zone Initiative is a Federal Program with a stated objective of investing in partners with high poverty urban, rural, or tribal regions to create jobs, increase economic activity, improve educational opportunities, leverage private investment, and reduce violent crime; and

WHEREAS, the Federal Government intends to designate 20 regions as Promise Zone Regions in the United States; and

WHEREAS, the Counties of Clare, Gladwin and Isabella qualify and are eligible to apply and compete for said national designation; and

WHEREAS, Middle Michigan Development Corporation is the economic development organization for Clare and Isabella Counties and a partner to the Gladwin Economic Development Corporation and represents the interests of all implementing partners; and

WHEREAS, one of the qualifying and competitive criteria for said application is the designation of Participating Partners, thereby increasing the potential positive impact of the program; and

WHEREAS, designation as a Participating Partner within a designated Promise Zone Region provides said partners an advantage when applying for Federal Aid and Grant assistance; and

WHEREAS, there are no costs associated with the Implementing Partner designation, therefore designation as a Participating Partner derives a benefit without risk or obligation, which is unquestionable in the best interests of the County while promoting and advancing the objectives of the Federal Program while economically advancing the objectives of the Promise Zone Region.

NOW THEREFORE BE IT RESOLVED THAT the Gladwin County Board of Commissioners hereby direct its Administrator, Amy Pennington to take the steps and actions required to be designated as a Participating Partner of the Middle Michigan Development Corporation initiative to apply for designation as a Promise Zone Region.

Move: Birge

Second: Smith



***Committee of the Whole - Finance***  
***October 23, 2014***  
***9:00 a.m.***

Chairman Walters called the meeting to order at 9:00 a.m.

Rick Ghent, Maintenance Supervisor, came before the committee with a request to pay Adams Electric in the amount of \$407.00 to fix the light switch issue in the Commissioner's Chamber. Mr. Ghent also obtained a quote to restore and seal the limestone on the Courthouse in the amount of \$1,180, noting this project may need to wait until spring. Both projects will be discussed at the Board meeting on October 28<sup>th</sup>. Mr. Ghent would also like the Board to consider moving him to 40 hours/week for the 2015 budget year, commenting that with no additional maintenance staff, it is hard to stay caught up. The Finance committee will look into this request.

Ray Hartwell came before the committee with three requests.

1. People to People, the previous nursing company, has submitted a billing for retro payment of a wage increase from July 2013 – September 2014 in the amount of \$8,745.00. Discussion. The matter would be referred to Attorney Jacobson for a letter to be drafted.
2. A Corrections Officer attended training and submitted reimbursement for meals in the amount of \$37.50. Those bills have been returned to the Sheriff Department without payment because the bills were not itemized, only a printed "card swipe" total receipt. Discussion. Commissioner Smith stated that she would have no problem with this employee being reimbursed for her meals, with the understanding that a memo be circulated to the employees reminding them that they must produce an itemized receipt in order to be reimbursed for their meals.
3. The Sheriff's Department has secured a walk in freezer for use instead of the several uprights they are currently using. The approximate cost to prepare and install the unit will be between \$7500-\$8000. The Board will take action on this item at the October 28<sup>th</sup> meeting.

Jim Maveal, Animal Control Supervisor, asked the committee to consider allowing the Clerk's office to pay his contractual employee at the end of each month without committee approval. Mr. Maveal explained that with the short deadline for bills, and only paying bills once a month, his employee may go two months without payment. Discussion. The committee does not have a problem with the payment at the end of each month as long as Mr. Maveal has signed off on the pay sheet prior to being submitted. This matter will go before the Board next week for formal approval.

The committee then reviewed the list of 2015 budget items that the finance committee has been working on. Sheriff Shea spoke on behalf of his employee, citing savings figures to their department since she has been hired. Discussion on changes that will need to be made. The Clerk and Treasurer will cost out the figures as requested. There will be another Committee of the Whole meeting on October 28, 2014 at 1:00 p.m. to review the changes in the figures.

Aaron Miller, Prosecuting Attorney, spoke on the Title IV-E Services that are being billed. Mr. Miller explained the process and the estimated addition of revenue in 2015 of approximately \$6,500. The cost to bill the additional services through Maximus is \$3,000 of which \$1,000 can be billed to the grant as expenses. Discussion. The Board will take formal action on this request at the next meeting.

Commissioner Smith asked that the Board consider the re-appointment of Robert Kusch to the Library Board at the next meeting.

The Board then discussed the projected cash flow through the end of 2014 and the repayment of the TAN note in December.

The committee adjourned the meeting at 10:45 a.m.