

Commissioner Minutes of October 28, 2014

The Gladwin County Board of Commissioners met in Regular Session on Tuesday, October 28, 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 October 14, 2014 and Committee of the Whole meeting from October 23, 2014 were then reviewed. Motion by Commissioner Smith, supported by Commissioner Aultman, to approve the minutes as prepared with the correction of the wording to Promise Zone instead of "Promissory Zone" in the October 14th minutes. Ayes carried, **motion passed.***

The cash balances were then read by Commissioner Birgel. General Fund - \$2,087,651.77. Unallocated has a balance of \$96,978.15. Total General Fund and Tax Unallocated Cash \$2,184,629.92. The TAN note of \$1.3 million is included in the totals.

Karen Blonde, Housing Commission, spoke on the "Targeting the Allocation program". This program looks at the countywide need of housing rehabilitation grants and then guarantees that funding in specific areas. The specific areas according to the report are Beaverton City, Gladwin City and Billings Township. Discussion. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to accept the report as presented. Ayes carried, **motion passed.***

Public Comments – Mike Greer, District Court Magistrate, spoke on the signing of the Cunningham bill last Friday, with the Supreme Court to provide guidelines in the near future for reporting purposes.

Dan Zurich, Billings Township Clerk, spoke on the GIS imagery project and presented the Board with a FOIA request on the GIS Department and the benefits of his Township being part of the imagery project. The Board took Mr. Zurich's request and stated they will have him participate in the next DATA committee meeting.

Deb Borrow, Billings Township Assessor, spoke on the same topic asking several questions. The Board was unable to answer the majority of the questions during the meeting and asked Ms. Borrow if she would be willing to condense her questions to writing and attend the next Data committee meeting.

Bill Mason, Equalization Director, came before the Board with the 2014 Apportionment Report for review and adoption. Mr. Mason reviewed the sections of the report and handled any questions that the Board had. Motion by Commissioner Smith, supported by Commissioner Aultman, to accept the apportionment report as presented and adopt the resolution for 2014 winter tax collection, noting it may be updated based on the November election results. Roll call vote as follows: Carl – excused, Walters – yes, Aultman – yes, Smith – yes, Birgel – yes. 4 yes, 1 excused. Resolution 2014-027 declared adopted.

Marianne Hill, EOC, came before the Board with her monthly update and request to sell unused equipment. Discussion on the sale of 7-8 used laptops. Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow Ms. Hill to sell the laptops by public sale. Ayes

carried, motion passed. Ms. Hill will compile a list of other equipment that can be sold for the Board's review. The balance of Ms. Hill's report was reviewed and projects from grant funds were listed.

Finance Matters – Commissioner Birgel:

1. Paul Graveline, Recovery Court Coordinator, has requested to hire a part time case manager position with the 2015 grant funding. This position would be posted as a grant funded position, at an hourly rate with no benefits. Clare County would handle the payment of the employee and the grant paperwork. Motion by Commissioner Birgel, supported by Commissioner Smith, to authorize the hiring as outlined. Ayes carried, motion passed.
2. Rick Ghent, Maintenance Supervisor, has submitted a bill for the Chamber's light switches. Total bill of \$407.00 to be paid from 101-265-930.000 once approved. Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Clerk to pay the bill as presented. Ayes carried, motion passed.
3. Mr. Ghent has also provided a quote to clean and seal the limestone on the Courthouse. Discussion on whether to handle the project this fall, or budget the \$1,180.00 for spring of 2015. This project will be held until spring.
4. Motion by Commissioner Birgel, supported by Commissioner Smith, to allow for the payment of \$37.50 in meal receipts that were not itemized and submitted for payment. A memo will follow reminding employees that any meal receipts must be itemized in order to receive reimbursement. Ayes carried, motion passed.
5. Undersheriff Hartwell has presented estimates on costs to install an outdoor walk in freezer for the jail. Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the spending of up to \$8,000 to get the unit installed with the Sheriff to provide the Clerk with the funding source of the expense. Ayes carried, motion passed.
6. Jim Maveal, Animal Control, has requested that the Board authorize him to pay his contractual employee at the end of each month without Finance approval. This matter was discussed during the committee of the whole meeting. Motion by Commissioner Birgel, supported by Commissioner Aultman to allow for the contractual employee to be paid at the end of the month, allowing that the supervisor has signed off on the billing. Ayes carried, motion passed.
7. Aaron Miller, Prosecuting Attorney, has brought a revenue enhancement to the Board for their consideration. Title IV-E reimbursement is available to the County at an estimated additional revenue of \$6,500.00/year with a cost to Maximus to prepare the billings of \$3,000/year. Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the Prosecutor to enter into the agreement with Maximus to provide IV-E billing services to the County. Ayes carried, motion passed.

Don Hamilton, Lapham Surveyor, spoke on the survey that has been conducted in each Township on behalf of the "Friends of the Gladwin County Trails Recreation Authority". Lapham will be pursuing grants for the project and the phases of the project were discussed. A resolution in support of the project was reviewed by the Board. Motion by Commissioner Birgel, supported by Commissioner Aultman, to sign the resolution in support of the project. Roll call vote as follows: Walters – yes, Aultman – yes, Smith – yes, Birgel –yes, Carl – excused. 4 yes, 1 excused. Ayes carried, resolution 2014-028 declared adopted.

Communications from the Chairman:

- There will be a food pantry distribution on November 8th, by appointment, at Christ the King Lutheran Church.

Commissioner Birgel spoke on the hanger contract request from Gladwin City. The County will be a "joint sponsor" with the City, noting the amount due on behalf of the County would be \$1,294.00 and paid with airport monies. Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Chairman to sign the hanger contracts as drafted. Discussion. Commissioner Walters stated he would like to table the matter until the next meeting so the funding questions can be handled through the Finance Committee. Discussion. The motion and support were withdrawn.

Commissioner Reports by District –

Commissioner Smith reported:

- On attending the Land Bank meeting on October 15th, noting the next meeting will be held on December 3rd at 8:30 a.m.
- The Rail Trail/Bike Trail meeting was held on October 15th where discussion on grants and planning was held. The County recreation plan needs to be brought up to date and the next meeting will be held on November 12th at 3:00 p.m.
- That she attended the Human Services Coordination Council meeting on October 21st. The part time coordinator is resigning so there will be a position open. October is Domestic Violence Survivor month and Big Brother Big Sisters is looking for volunteers. Reverend Karen Blatt reported that the Helping Hands Mission gave out 253 food boxes in September and is looking for donations of personal care items for their clients. The Arnold Center will be holding another auction on November 21st at 6:00 p.m.
- On attending the Library Board meeting on October 21st, the Board is asking for the re-appointment of Robert Kusch to the Library Board. Motion by Commissioner Smith, supported by Commissioner Birgel, to re-appoint Robert Kusch to another 4 year term. Ayes carried, motion passed.
- That she attended the Buckeye Township meeting on October 22nd.
- On attending the Committee of the Whole meeting on October 23rd.
- That she went to the Meet the Candidates night on October 23rd.
- On receiving information from Bob Frei about the RFP for the County's copier contracts. She has also received a request from the Gladwin DNR for the free use of GIS data. Both of these items will be discussed at the next DATA meeting.
- On attending the Council of Local Government meeting last night.
- That she will be attending the special meeting tomorrow night at the Beaverton Activity Center for the "Step Up Campaign".
- The Tobacco River Muzzle Loaders will be hosting "Sight-In days" for firearm deer season November 8, 9, 11, 12, 13 and 14 at their range on M-18 just north of Beaverton. Hours are 9-5 each day. Spotting scopes, benches, rests targets and expert help are provided. Cost is \$5.00 per gun, with a limit of two people per gun.
- Adoption Day will be held in the Gladwin County Probate Court on November 20th.

Commissioner Aultman reported:

- That she attended the Bentley and Bourret meetings on October 14, 2014.
- On attending the Secord Township meeting on October 15th, noting they are very well organized.
- That she drove to the MAC meeting in Grayling on October 20th, but no one was there.
- On attending the Fair Board meeting on the 21st, commenting the Board elected the same officers for 2015.
- On the Health Department meeting in Harrison on the 22nd.
- The she was part of the Committee of the Whole Finance meeting on the 23rd.
- On the evening of October 23rd, she attended the Meet the Candidates event.
- On attending the Council of Local Government meeting last night.
- That she attended the Michigan Works meeting in Mt. Pleasant on October 13th.

Commissioner Birgel reported:

- On the hazardous mitigation meeting that he attended with the Sheriff, Undersheriff, 911 Director and EOC.

- On the Sports Complex meeting.
- That he attended the meeting on the bike/walk trail.
- On attending the Beaverton City meeting.
- That he attended the Mental Health meeting.
- On attending the Central Michigan Health Department meeting with Commissioner Aultman, where she received recognition for her work on the Billings Township Sewer Project.

Comments from the Chairman:


- That his thoughts and prayers are with the families and victims in Mayville, Washington.
- On attending the Gladwin City meeting where they have opened the roads in the city to see how it goes.
- That the Promise Zone resolution has been adopted.
- On the EmCOG recreation plan and the need to update the County's master plan.
- That he attended the meet the candidate's night on October 23rd.
- Due to Veterans Day (November 11th) falling on the next Board meeting date, the meeting will be moved to November 12th at 9:00 a.m.
- On a meeting with the Gladwin City Administrator and the Mayor to discuss the finances of the Airport. The City would like the County to contribute additional funding for the airport in 2015. This matter will be discussed further during the budget meeting.

Public Comments – none at this time.

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 10:29 a.m. until the next regular Board meeting on November 12, 2014 at 9:00 a.m., unless otherwise ordered.


 Laura Brandon-Maveal
 County Clerk


 Terry Walters
 Chairman

GLADWIN COUNTY
BOARD OF COMMISSIONERS

RESOLUTION # 2014-027

WHEREAS, Public Act 2 of 1968 as amended by Public Act 41 of 1995 required the adoption of a Truth in Budgeting Act; and
WHEREAS, the Truth in Budgeting Act requires the approval of all mills of Ad Valorem property Taxes to be levied and the purpose for same; and

NOW, THEREFORE BE IT RESOLVED that the Gladwin County Board of Commissioners hereby adopts the following millage rate for the winter collection with a total of 4.7500 mills allocated as follows:

| | |
|---------------|--------|
| 911 | 0.7500 |
| DAR | 0.5000 |
| Road & Bridge | 2.0000 |
| E Med | 1.0000 |
| Seniors | 0.5000 |

Resolution proposed by Smith

Supported by Allman, and adopted as follows:

Ayes 4 Nays 0 Absent/Abstain 1

I, Laura Brandon-Maveal, Gladwin County Clerk, certify that the above Resolution was adopted at a meeting of the Gladwin County Board of Commissioners on October 28th, 2014.

Laura Brandon-Maveal
Laura Brandon-Maveal, Gladwin County Clerk

Resolution
of
The Board of Commissioners
of
Gladwin County, Michigan

Whereas, the City of Gladwin, the City of Beaverton, and the Townships of Tobacco, Beaverton, Grout and Buckeye have prepared Pedestrian and Bicycle Master Plans; and,

Whereas, these municipalities have worked together with the Gladwin County Road Commission to devise a plan for a county pedestrian and bicycle pathways to ultimately connect with the Pere Marquette Rail Trail; and,

Whereas, the municipalities are working to form the "Friends of Gladwin County Trails Recreation Authority" to put this plan into effect and to operate and manage the trails once they are constructed; and,

Whereas, pedestrian bicycle trails would provide substantial recreation, health and economic benefits to Gladwin County.

Now, therefore, the Gladwin County Board of Commissioners does hereby commend the municipalities for this undertaking and supports their efforts to garner grants, donations, and any other aid to realize the project.

Upon motion made by Bigel, seconded by Aultman,
The above Resolution was adopted:

YEAS

NAYS

ABSENT

I, Laura Brandon-Maveal, Clerk, do hereby certify that the foregoing is a true and original copy of the resolution adopted by the Arenac County Board of Commissioners at its meeting thereof held this 28th day of October, 2014.

Signature: Laura Brandon-Maveal
Dated: October 28, 2014

Committee of the Whole – Finance
November 20, 2014 8:00 a.m.

The committee reviewed the requested supplies from various offices. All were ok to order.

The Clerk and Treasurer spoke to the committee on the following information. Some of the items will also be listed in Commissioner Birgel's report for Tuesday's meeting.

- The Veterans Department has submitted documentation stating that the wage for the new position effective 2015 will need to be increase to \$12.91/hour.
- The Board will hold a public hearing on the USDA grant at 9:15 on November 25, 2014.
- A letter will be sent to the Drain Commissioner reminding him that his employee can not work over 10 full time days (7 hour day) per month. The letter will also request that he sign his employee's timesheet before it is submitted for payment.
- The Treasurer stated that the Prosecutor has requested the creation of two revenue lines to use for the Title IV-E revenue.
- The Treasurer has worked with the Animal Control Supervisor on the transfer of \$11,000 from their Trust and Agency account to the General Fund. This amount represents the donations raised in 2014 for the wages of his Clerk.
- There was a brief discussion on the cash flow projection at the end of the year and the repayment of the TAN note.
- The Secretary spoke on a letter received from the State requesting additional funding for the Social Welfare and Child Care Services account. (290 & 291 funds) At the committee's direction, she will send a letter to the State asking for a meeting to review their request and their current financials.
- On the renewal for 2015 of the 2014 BCN plan.
- Mike Brubaker made request for three dispatchers to attend training.
- On review of Mr. Borushko's 2015 contract.
- Review of correspondence from Johnson, Rosati, Schultz and Joppich on their request to destroy case Rush vs. Gladwin County.

The committee then met with the following individuals:

Jackie Morgan, USDA Rural Development, came before the committee regarding grant funding for patrol vehicle. Ms. Morgan presented documents for one patrol vehicle, under grant, for the Chairman to sign and then spoke about other lending projects available to the County. Ms. Morgan stated that one patrol vehicle is slated for the beginning of the fiscal year, and then based on additional funding, another may be granted with left over funding at the end of the fiscal year.

Shari Spoelman, MSU, requested permission to hire a temporary part time employee to cover from the vacancy of Ms. Mason's resignation. This employee is being shared from Clare County and will be paid on a 1099 contractual basis at the hourly rate set in her union contract. The committee will make this recommendation at Tuesday's Board

meeting. Ms. Spoelman and the committee then spoke on the changes that would need to be made to the MOA for 2015-2019 and the need to reflect Indirect Costs and a possible appropriation to EDC. Discussion on the communication from Doug Jacobson. The committee will meet with Ms. Spoelman and her Supervisor on another date to finalize the MOA for vote before the end of the year.

Mike Greer, District Court Magistrate, spoke on the need to appropriate funding for his weekend drug testing employee. Discussion. The Clerk will make sure the 29 hour/week funding is available for the probation clerk and the approximate \$2,249 needed for the testing employee. Magistrate Greer then asked the committee to consider granting health care to the part time probation clerk in her office. Discussion. At this time, the committee can't make this recommendation.

The committee then reviewed special fund budgets. The Clerk and Treasurer noted areas that needed to be changed. Final copies will be submitted to the Board prior to next Tuesday's meeting.

Meeting concluded at 11:00 a.m.

Committee of the Whole - Finance
October 29, 2014
9:00 a.m.

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

Commissioner Aultman stated that she had time last night to review the budget and came up with some suggested reductions to narrow the deficit which include the following: Reduce all part time employees by an additional 2 hours per week. Raise the deductible on the County insurance plan by \$500. Impose a 3% reduction on each department. Cut all mandated services (Animal Control). Discussion. The committee then took a short recess to identify "non-mandated" services.

Recess 9:15-9:20.

The committee then reviewed each budget line by line, to recognize any adjustments that could be made. The following is a list of what was reduced.

1. Reduce 101-131-817.000 (Circuit Court Attorney) by \$20,000
2. Reduce 101-136-817.000 (District Court Attorney) by \$10,000
3. Eliminate the budgeted 2nd custodian from the 265 budget \$15,500
4. Reduce the part time employees in the Drain, Clerk, District Court, Treasurer, Register of Deeds and Animal Control by a minimum of 2 hours. \$10,025.00
5. Remove the \$20,000 budgeted for a new phone system and plan for the project in 2014.
6. Check and adjust the Sheriff/Jail/911 Holiday line expenses to reflect less staff and one less holiday per year.
7. Reduce the 101-301-758.000 uniforms line by \$1,000
8. Reduce the 101-301-983.000 computer line by \$3,000
9. Add the Holiday expense to the 316 department.
10. Reduce the part time corrections line by \$10,000
11. Change the HRA line to reflect a 32% exposure vs. the 40%
12. Discussion on making one of the Construction Codes Clerk positions part time effective January 1, 2015.
13. Adjust the revenue line for the Emergency Management program to reflect the performance grant (wages & fringes) and the revenue for the grant expenses.
14. Increase 101-000-475.000 to \$1,500

The committee then took a recess so that the Clerk and Treasurer could work on these figures and see where the deficit was at. Recess 11:55 to 1:10 p.m.

The committee came back into session at 1:10 and spoke with Justin Schneider, Construction Codes, on his department. Mr. Schneider will get back with the committee on what he can do with his schedule.

Bob Moffitt, Gladwin City Administrator, came before the committee to speak on Airport and EDC funding. Discussion. The committee will place \$7,500 aside for EDC in the 2015 budget

and work with Mr. Moffitt on a suitable appropriation to the Airport for 2015 after reviewing the financials of the Airport that will be provided by the City.

The Clerk and Treasurer will work on all corrections that were presented today and meet back with the Committee of the Whole on November 6th at 9:00 a.m.

The committee adjourned the meeting at 2:25 p.m.