



**Gladwin County Board of Commissioners
Board Minutes, January 24, 2023**

Open Seat, District 1, (Sherman, Butman, Clement, and Secord Twps.)
Ron Taylor, District 2, Vice-Chair (Sage, Gladwin Twp. and Gladwin City P1)
Tami O'Donnell District 3, (Bentley, Billings, Bourret, Grim & Hay)
Karen Moore, District 4, Chairperson (Buckeye, Beaverton City & Tobacco)
Rick Grove, District 5, (Grout, Gladwin City P2, Beaverton Twp.)

The Gladwin County Board of Commissioners met for a regular Board Meeting, on January 24, 2023. The meeting was called to order at 9:00 a.m. by Chairperson Moore. The Pledge of Allegiance was said, roll was called. All commissioners were present.

Public Comment – Agenda Items

No public comment

City Administrators Report

Nancy Bodner, from the city of Gladwin, shared the Hazardous waste day will be in August, Dollar General is seeking to put in a new store, DeShano is looking to put in housing at Pheasant Run using Brownfield Fund/Program.

Consent Agenda

Commissioner Moore asked to add two items under Miscellaneous, being an amendment to the board rules to reflect the policy and signature of the Unions 3, 4 & 5 contracts by the Chair. Also, to add two items to finance being an electric permit refund and 911 training request. A motion was made by Commissioner Taylor, second by Commissioner O'Donnell to accept the agenda with the additions. All in favor; motion carried.

Cash Balances

Commissioner Taylor read the cash balances of \$145,408.01 before the payment of bills.

Board Minutes:

January 10, 2023, Regular Board Meeting

January 20, 2023, Special Board Meeting

Communications

1. Proclaim the Month of March as March for Meals! Month

Commissioner Moore read a statement from the Council on Aging inclusive of the Meals on Wheels statistics, and then proposed a proclamation.

Motion by Commissioner Taylor, seconded by Commissioner Grove to approve a Resolution supporting the read proclamation, proclaiming the month of March, March for Meals month in support of Meals on Wheels for Gladwin County. Roll call vote, 4 - Y, 0 - N , motion carried.

Veterans Director Ken Roberts shared his appreciation for the Meals on Wheels program.

2. Gladwin County Road Commission Update.

Dave Pettersch shared an update on county projects at the Road Commission.

Motion by Commissioner Taylor, second by Commissioner Grove to approve the County Road Commissions project on Mohawk Trail for \$300,000, and the project on Schaad Road for \$275, 000. The Commissioner shared their appreciation for the positive communication between the County and the Departments and the quality of work we see on a regular basis.

Finance

1. ARPA Project Requests
 - a. \$7,500 for flag holders for Veterans
Veteran's Director, Ken Roberts discussed the lack of funds in the Veteran's Affairs budget to cover the additional expense of flag holders; he will be working to incorporate this expense in the future. He is requesting funds for a one-time purchase.
Motion by Commissioner Taylor, seconded by Commissioner Grove, to approve the ARPA Request of \$7,500 to the VA. All in favor, motion carried.

New Business was moved forward by the Board.

3. Appointment of Gordie Huckins to the Gladwin Planning Commission
Motion by Commissioner Grove, seconded by Commissioner Taylor, to appoint Gordie Huckins to the Planning Commission for a three-year term. All in favor, motion carried.
2. Reappointment of Joel Vernier to the Region VII Area on Aging Board of Directors
Joel shared some details of his role and his appreciation for the appointment.
Motion by Commissioner Grove, Seconded by Commissioner Taylor to re-appoint Joel Vernier to RVII Area Agency on Aging, for a three-year term. All in favor, motion carried.
1. Reappointment of Rick Grove to the Land Bank Board
Commissioner Grove shared his desire to be reappointed to this Board.
Motion by Commissioner Taylor, Seconded by Commissioner O'Donnell to reappoint Rick Grove to the Land Bank Board for a three-year term. All in favor, motion carried.

Miscellaneous item 2 was moved forward by the Board.

Technology Update – VC3 Chief Information Officer, Tom Conway shared a presentation on the conversion of I.T. Right to VC3 including Technology updates, security, and recent technological accomplishments in the County. Mr. Conway briefly touched on currently available technologies that the county could implement.

Return to Finance

- b. \$30,000 for updating of Master Plan and zoning ordinances – Attorney Hoerauf shared the 5yr. mandate of the Zoning Department to update the Master Plan, and that there may be a grant opportunity through Michigan Economic Development Corp. Kim Donn shared that the plan has not been updated since 2008.
Commissioner Taylor made a motion to allow up to \$30,000 to update the Master Plan, with the understanding that other grant opportunities will be sought. Seconded, by Commissioner Grove. Additional conversation was had between the Commissioners, the Treasurer, and Kim Donn. Roll Call vote, 1- Y by Taylor, 3 - N by O'Donnell, Grove & Moore.
- c. \$1,750 for door security for Administrator's office – County Administrator, Mark Justin
County Administrator Justin shared information on his request. Commissioner O'Donnell suggested a doorbell with a camera. Other suggestions were made, more research on options will be done. No action taken.
- d. \$100,000 for City of Gladwin lift station
No conversation or action taken.
2. Request approval of 2023 Gladwin County Borrowing Resolution
County Treasurer, Christy VanTiem shared this is an annual renewal, similar to last year.
Motion by Commissioner Taylor, seconded by Commissioner Grove to adopt the 2023 Borrowing Resolution. Roll Call vote, 4 – Y, 0 – N, resolution adopted.

- Motion by Commissioner Taylor, seconded by Commissioner Grove to adopt the second portion of the document being Authorizing 2023 Administrative Fund. Roll Call vote, 4 – Y, 0 – N, resolution adopted.
3. Request Approval of 2023 Gladwin County Depository Designation Resolution
Motion by Commissioner Taylor, seconded by Commissioner Grove to adopt the 2023 Depository Designation Resolution. Roll Call vote, 4 – Y, 0 – N, resolution adopted.
 4. Request Approval of 2023 Gladwin County Deposit and Investment Policy
Motion by Commissioner Taylor, seconded by Commissioner O'Donnell to adopt the 2023 Investment Resolution. Roll Call vote, 4 – Y, 0 – N, resolution adopted.
 5. Request Approval to Purchase one (1) Office Chair for 911 Dispatch Center.
Administrator Justin explained this will be funded from 280-000-933.000, not the General Fund Expense
Motion by Commissioner Grove, second by Commissioner Taylor to approve 911 Dispatch to purchase a new office chair. All in favor, motion carried.
 6. Request Approval of the Jail Food Proposal
Jail Administrator, Matt McGourty shared information from multiple vendors received after a bid request was made. He is recommending that the County stays with the current company, acknowledging that this will increase the budget by nearly \$40,000. An explanation was given on the increase, and comparison made to other bids. Undersheriff Hartwell shared his thoughts that down the road the county may be able to save money through hiring appropriate kitchen staff.
Motion by Commissioner Taylor to approve the Summit CBM contract for one year, seconded by Commissioner Grove. All in favor, motion carried.
 7. Request Approval of New Meals and Lodging Per Diems per
Undersheriff Hartwell and County Administrator Justin shared information on the request including the current rates vs. requested rate.
A motion was made by Commissioner Grove to increase both per diems pursuant to the proposed policy; meals to be paid at a rate of \$10 for breakfast, \$15 for lunch, and \$25 for dinner; lodging to be \$150.
 8. Request Approval for County Administrator Justin to Attend MMRMA Risk Management Workshop
Administrator Just shared the details of his request.
Motion by Commissioner Taylor, seconded by Commissioner O'Donnell, to approve the administrator to attend the MMRMA conference; cost only to include Mileage of approximately \$150.00 to be paid from 101-101-860.000. All in favor, motion carried.
 9. 911 Dispatch Training Request.
Motion by Taylor to allow Dispatcher Jennifer Matteson to attend the training; cost of \$420 to come from line 282-000-804.001, Wireless Training Fund. Second by Grove. All in favor, motion carried.
 10. Construction Codes Refund
Motion made by Commissioner Grove, second by Commissioner Taylor to approve a refund of \$30 to Adams Electric. All in favor, motion carried.

Committee Reports

1. Personnel Committee
Commissioners Taylor and Moore shared details of committee discussion on donating sick time & re-opening enrollment of MESSA. No action was taken.

Miscellaneous

1. Request approval for Board Chair to Sign an Audit Engagement Letter from Anderson, Tackman & Company, PLC, for 2022 Financial Audit Commencing in April 2023
County Administrator, Mark Justin shared details of the request.
Motion by Commissioner Taylor, seconded by Commissioner O'Donnell to allow the Chair to sign the Audit Engagement letter. All in favor, motion carried.

2. Request Approval for the Board Chair to Sign an Amended Cost-of-Service Agreement with Secord Township
Janine Marchington shared details on the cost-of-service agreement amendment being mainly the timeline of service. The township approved the request at their meeting last Tuesday. A motion was made by Commissioner Taylor, seconded by Commissioner O'Donnell, to allow the Board Chair to sign the agreement. All in favor, motion carried.
3. Amendment of the Board Rules
Motion by Taylor to amend the board rules to reflect the changes in the policy that was approved at the beginning of the year. Seconded by Commissioner Grove; all in favor, motion carried.
4. Court Request for the Chair to Sign the Units 3, 4, & 5 Contract.
Motion by Commissioner Taylor to allow the Chair to sign the Units 3, 4, & 5 contracts with the courts. Seconded by Commissioner O'Donnell. All in favor, motion carried.

Cahir Comments

Chair Moore reminded everyone there is a special meeting on Friday, the 27th, to appoint a commissioner to the open seat of District 1.

Board Comments

Open Seat, District 1 –

Commissioner Ron Taylor, District 2 –

- 11th was Sage Township meeting.
- 12th was the Airport meeting; lighting project is almost complete.
- 16th was Gladwin City meeting.
- 17th was the VA meeting.
- 18th was Gladwin Township meeting.
- Special Board meeting on the 20th.

Commissioner Tami O'Donnell, District 3 –

- Grim Township meeting on the 10th, there is a new Supervisor in Grim; they are making improvements and working well with the Board of Review.
- Attended the Bourret Township meeting on the 10th. The Jokers Bike Club permits were discussed.
- Special Board meeting on the 20th.

Commissioner Moore, District 4 –

- MDT M30 Bridge discussion was held at the Swanson Hall.
- Legislative Breakfasts series has started.
- Fair Board met last week, still trying to get three snowmobile races in this year. Conversation on a local rodeo for memorial weekend.
- Broadband conversations continue.

Commissioner Rick Grove, District 5 –

- Zoning meeting on the 17th
- Jail Feasibility meeting
- January 20th he went with a group and took a tour of the Saginaw County jail.
- Land Bank Meeting

Administrator Report.

Jail Feasibility conversation has been focused on staffing and funding; conversations are being had with the US Marshal Service.

Spongy Moth program is moving along, decisions to be made on what vendor to use for spraying.

Juvenile Detention Center conversation is still taking place. A Questionnaire will be distributed to all of the counties.

Point Broadband has approval to start talking about funding.

PR firms presented last week; conversation was had with the Sheriff and Under Sheriff.

Public Comment

- Tim Mester, Billings Township Supervisor shared that on February 13th at 7:00 p.m., Bill G Schutte will present a plaque in honor of 50 years fire department
- No other Public Comment

Civil Attorney

- None

A motion was made by Commissioner Taylor to adjourn, seconded by Commissioner O'Donnell; meeting adjourned at 11:22.



Karrie Hulme, County Clerk



Karen Moore, Chairperson