



**Gladwin County Board of Commissioners
Regular Board Minutes, June 13, 2023**

Mike Visnaw, 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 June 13, 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.

Agenda (All bolded Consent Agenda items will be approved with the approval of the Agenda)

Commissioner Moore asked to add a Personnel Committee recommendation to Finance, as item D. A motion was made by Commissioner O'Donnell, second by Commissioner Visnaw to accept the agenda as with amendments. All in favor; motion carried.

Public Comment – Agenda Items

None

City Administrators Report

- Nancy Bodner shared that the Hazardous Waste Day will be held July 29th by the DPW.

Cash Balances

Commissioner Taylor read the cash balances of \$48,459.49 before the payment of bills.

Board Minutes:

1. May 23, 2023, Regular Board Meeting

Finance

1. Record Preservation quote from Kofile
Clerk Hulme reviewed the list of documents quoted by Kofile.
- A motion was made by Commissioner Taylor to approve the payment \$33,293.36 to KoFile for document preservation from ARPA funds; second by Commissioner Visnaw. Additional conversation on the uniqueness of the process, future preservation options, and funding. All in favor, motion carried.
2. Data Committee Recommendations
Commissioner's O'Donnell and Visnaw shared information from the Data Committee meetings on the following topics:
 - i. County Website Operations
Concerns over the lack of communication and timely updates were discussed as well as a recently expired security certificate for the current service provider.
- A motion was made by Commissioner Grove to issue an RFP for website services, seconded by Commissioner Taylor. All in favor, motion carried.
 - ii. Discussion of Open Estimates
 1. Local Backup Solution
Cost to the county would be \$2,303 to provide real time back up options.
- A motion was made by Commissioner Visnaw and seconded by Commissioner Taylor, to purchase the backup solution in the amount of \$ 2,303 from line 101-258-815.003, Computer Network Infrastructure. All in Favor, motion carried.

2. Replacement of Obsolete Switch and Firewall
 - A motion was made by Commissioner O'Donnell to replace the obsolete switch and firewall in the amount of \$7,391 from line 101-258-815.003, Network Infrastructure. Motion seconded by Commissioner Visaw. All in favor, motion carried.
3. Planned PC Replacements
 - A motion was made by Commissioner O'Donnell to approve the replacement of PC's for Sheriff's Lieutenant, Sheriff Front Counter, FOC Caseworker, FOC Referee, FOC Finance, and Treasurer's office from line 101-258-815.005, Hardware. Motion seconded by Commissioner Taylor. All in favor, motion carried.
4. Fingerprint Card Printer Purchase for the Jail
 - A motion was made by Commissioner Grove, seconded by Commissioner Visaw, to approve the purchase of a printer for the jail in the amount of \$1,192.52, from line 101-351-932.001, Equipment/Maintenance. All in favor, motion carried.
3. Scanner Purchase for Treasurer's Office

The Treasurer shared information discussed with the auditors; she is requesting the purchase of desktop scanners for her office.

 - A motion was made by Commissioner Taylor, seconded by Commissioner O'Donnell to approve the purchase of five (5) desk scanners for the cost of \$1,006.95 from ARPA funds. All in favor, motion carried.
4. Personnel Recommendation

Commissioner Moore shared information from the Personnel Committee meeting and a reminder of changes in the law regarding part time employees earned sick time as of August 2019. The Committee is recommending sick time be issued to five employees based on the change in law.

 - A motion was made by Commissioner Moore, seconded by Commissioner Taylor, to approve the issuance of accrued sick time to part time employees impacted by the law change of 2019. Sick time accrued in 2019 must be used by 2025, time accrued in 2020 must be used by 2026, time accrued in 2021 must be used in 2027, and time accrued in 2022 must be used by 2028. Additional conversation on the process for using the earned sick time. All in favor, motion carried.

Committee Meeting Reports

1. **Finance Committee, May 19, 2023**

Routine Payments Made Within Department's Budget, less than \$500

None

Payments Required by Collective Bargaining Agreement

1. **Request approval for payout of 120 hours of non-used P.T.O. time for Sheriff's Department Command employee under POLC CBA. Pay \$4,014 from line 101-301-704.001**
2. **Request approval for payout of 16 hours of non-used P.T.O. time for Sheriff's Department Command employee under POLC CBA. Pay \$491.04 from line 101-301-706.000.**

Miscellaneous

1. Equalization Form L4046 – Statement of Taxable Valuations for 2023
 - A motion was made by Commissioner Taylor, seconded by Commissioner Visaw, to approve form L4046 and allow the equalization Director to sign it. All in Favor, motion carried.
2. EMS Quarterly Update

EMS Director, John Clayton introduced team member Matt DeBrosse and shared EMS statistics from the last nine months. Information including call volumes, revenues and expenses, and training grants being utilized for student tuitions and hiring.

3. EMS Millage Discussion

EMS Director, John Clayton recommended the Board keep millage dollars where they are for the next year.

New Business

1. Bottomland Use Rules from Four Lakes Task Force (FLTF)

Administrator Justin shared that FLTF had added a "Public Safety Rules During Dam Construction" section and done minor cleanup work in the rest of the Bottomland Use Rules. They are asking approval of the addition to the document.

- A motion was made by Commissioner O'Donnell, seconded by Commissioner Moore to approve the revised Bottom Land Use Rules as presented. All in favor, motion carried.

Chair Comments

Chair Moore shared a letter from Region VII, Area Agency on Aging regarding applications for grant funds, an RC (Radio Controlled) Car Club event, the GBPA is hosting Gladwin Fun Days, July 8, 9-3 Gladwin City Park, and the Gladwin County Fair is July 10th.

Board Comments

Commissioner Visnaw, District 1 –

- Attended the Open Meetings Act presentation on May 31st.
- Attended the Data Meeting
- Attended the Sugar Springs Lake authority last Thursday; there was good public attendance.
- Airport Meeting last Thursday

Commissioner Taylor, District 2 –

- The 25th Central Dispatch
- 8th was the airport meeting. Mike Hargrave continues to get grants for funding the Airport.

Commissioner O'Donnell, District 3 -

- Attended the MAC's last meeting of the season; they continue to seek increased funding from the State for Law Enforcement
- Wixom Lake Improvement Board met on June 6th; Helicopter spraying will begin June 20th.
- Bentley Park is doing well; Saturdays is the Farmers Markets.
- Billings Park on June 17th is the Blue and Gold Star Memorial Dedication. A presentation will be given from 2:00 – 4:00 p.m. Monday morning was their first "Mondays in the Park"; 30 people attended. June 26th is the next event. Wednesday, June 14th, 6:30 – 8:00 will be "Music in the Park".

Commissioner Moore, District 4 –

- Representative Bill G. Schutte is at the BAC once a month for open conversation. He had great reviews from a gentleman in Tobacco township last month regarding the communication and follow up of Rep. Schutte's office.
- Attended the City of Beaverton meeting last night, she is asking people to be considerate of the information they seek to know during an open investigation and to let law enforcement do their jobs.
- Attended the Wixom Lake Road Rally on May 27th, it was a fun community event.
- Our Memorial Day celebration included the Gladwin Parade, Riverwalk Luncheon, City of Beaverton Parade, and a moving presentation from Clay Maxwell.
- June 1st, Veterans Dinner was a nice event.
- City of Beaverton flower planting was last weekend.
- Community Mental Health is operating well under their new Director.
- Middle Michigan Development Corp.'s Annual Meeting was last week in Mt. Pleasant. The Keynote speaker addressed small business statistics.
- Met last week to review County Grants
- Attended the Open Meetings event on May 31st.

- FLTF now has monthly updates posted to their website.

Commissioner Grove, District 5 –

- Commented on the recent incident in Beaverton saying “let law enforcement do their jobs.”
- Attended the Memorial Day events in Beaverton, he commended Clay Maxwell for his presentation.
- Spoke with Representative Schutte regarding Animal Control needs and engaged in conversation regarding subcontracting services.
- Grant meetings will be held quarterly.
- Attended the City of Gladwin meeting on the 5th.
- Attended the Planning Commission meeting on the 7th.
- On the 9th at the BAC was an MSU Extension event; they had a great self-defense demonstration.

Administrator Report.

- Attended the County Administrators Conference three weeks ago, a great conference.
- Attended the MSU Extension and Open Meetings Act events.
- MI Works would like to offer a person 20 hrs./wk., paid through MI Works.
- Opioid Task Force Advisory Board meets this Thursday for their first meeting.
- Working on the 2024 Budget.

Civil Attorney

1. Revisions to Section V – Conduct of Board Meetings of Board Rules of Procedure

Attorney Hoerauf shared some concerns over the current Board Rules, one governing public speaking time and the other regarding the prohibition of closed session.

- a. Point B. 22. Closed Session (Pages 7 &8)
- b. Point J. 3. Public comment (Page 12)

- A motion was made by Commissioner Taylor, seconded by Commissioner Visnaw, to amend Board Rules as presented by the Civil Attorney. All in favor, motion carried.

Public Comment

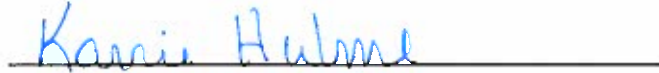
- Joel Vernier addressed the Board and thanked Commissioner Visnaw for bringing to light the outdated information on the county website to the Boards attention. He recommends adding Trustee info & emails to the contact list. The Open Meetings Act presentation went over very well. The Campsite in Secord Township has sold; the investor will be creating a nice place for people to visit.
- Sid Hansen, from Wixom Lake, shared some information with the Board regarding the engineering scope of the FLTF Dam Restorations.
- Mike Brubaker, 911 Director. The administrative phone line needs to be addressed immediately due to the need for additional back-up to prevent the potential loss of the administrative phone line during construction projects. He is seeking to have Charter loop in a third line to the Administrative Phone System and is asking for an immediate decision to start the process with the vendors. Cost would come from 911's Equipment & Maintenance funds, not general funds.
- A motion was made by Commissioner Taylor, seconded by Commissioner Visnaw, to approve a redundancy cable through Charter in the amount of \$2,200 to come from 911's Equipment & Maintenance funds. All in favor, motion carried.
- Clerk Hulme shared some information with the Board regarding Prop 2022-02 and asked the Board to consider a Special Meeting to discuss options at the county going forward.

- Dr. Zackett, on behalf of the Wixom Lake Improvement Board, shared information on the helicopter treatment of weeds and leaves in the lake beds.

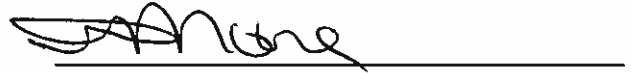
Receive and File

- Gladwin County Library Usage Statistics for May 2023

A motion was made by Commissioner Grove to adjourn, seconded by Commissioner Visnaw; meeting adjourned at 10:55 a.m.



Karrie Hulme, County Clerk



Karen Moore, Chairperson