



## Gladwin County Board of Commissioners Board Minutes, December 12, 2023

**Mike Visnaw, District 1, (Sherman, Butman, Clement, & Secord Twps.)**  
**Ron Taylor, District 2, Vice-Chair (Sage, Gladwin Twp. & Gladwin City P1)**  
**Tammy O'Donnell, District 3, (Bentley, Billings, Bourret, Grim & Hay Twps.)**  
**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 December 12, 2023. The meeting was called to order at 9:00 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was said, roll was called, and all commissioners were present.

### **Public Comment - none**

**City Report** - Nancy Bodner shared that work has been started at the park; as long as there's no snow, they are hoping to get a lot of work done yet this year.

### **The Board reviewed the Consent Agenda –**

The Board reviewed the consent agenda. A motion was made by Commissioner O'Donnell to approve the agendas as presented, seconded by Commissioner Taylor, all in favor motion carried.

**Cash balances** were read by Commissioner Taylor. General Fund balance \$6,690.45 before the transfer of funds.

### **Approval of the Board Minutes:**

1. **November 13, 2023, Special Board Meeting**
2. **November 22, 2023, Special Board Meeting**
3. **November 28, 2023, Regular Board Meeting**

### **Finance**

1. Request Approval of the 2023/24 12 Month Budget

Commissioner Moore shared the budget process; Commissioner Taylor thanked the team again. A motion was made by Commissioner Taylor, seconded by Commissioner Visnaw to approve the FY 2023/24 12-month budget as presented. All in favor, motion carried.

2. Request approval for Budget Amendments

Treasurer VanTiem shared information on the budget amendments and revenue accruals. A motion was made by Commissioner Taylor, seconded by Commissioner O'Donnell, to approve the 2023-year end budget amendments. All in favor, motion carried.

3. Request approval for 2023/24 indirect cost

Treasurer VanTiem shared information on the 2023/24 Indirect Costs. A motion was made by Commissioner Taylor, seconded by Commissioner Visnaw to approve the 2023-24 Indirect Costs. All in favor, motion carried.

4. Request approval for Telephone Stipends

Clerk Hulme reminded the Board of the motion made at the last meeting, and asked that they reinstate stipends for Contractually Obligated, Grant Funded, and Emergency Contact Personnel.

A motion was made by Commissioner Visnaw, seconded by Commissioner Taylor to approve Contractually Obligate and Grant Funded phone stipends, and stipends for Self-Funded / Emergency Contact Personnel which include James Maveal, Justin Schneider, Karen Moore, Rick Ghent, and Joe Armstrong. All in favor, motion carried.

5. Request Approval for Hannah Ryll and Jacob Horn to attend the Corrections Academy

Jail Administrator McGourty shared the details of the request.

A motion was made by Commissioner Taylor, seconded by Commissioner Visnaw to allow corrections officers Hannah Ryll and Jacob Horn to attend corrections academy at Delta College at the cost of \$1687.00 each, plus any additional ancillary cost. All in favor, motion carried.

6. Request approval to adjust Grim's Cell Tower Application

Commissioner Grove shared details of the fee changes at the Zoning Department, and the request to have the fee increased for Grim.

A motion was made by Commissioner Grove, seconded by Commissioner Taylor to approve an adjustment to Grim's Cell Tower Application fee to match the county fee schedule. Fee price increased from \$950 to \$1,500.00 per year. All in favor, motion carried.

7. Request for a Retention Bonus

Undersheriff Hartwell shared details of the request including the need to retain employees.

A motion was made by Commissioner Taylor, seconded by Commissioner Grove to approve a retention Bonus payment to Deputies of the Gladwin County Sheriff's Office for 2023, paid in January 2024, and to allow the Chair to sign the Letter of Understanding between Gladwin County Sherriff and Board of Commissioners, and the Deputies and Command Units. All in favor, motion carried.

8. Standards & Poor Rating

County Treasurer, Christy VanTiem shared with the board details of Standards and Poor's and their recent rating of Gladwin County; the Counties rating went from AA-- to an AA-+

**Committee Meeting Reports**

1. **Data Committee 12/01/2023**
2. **Finance Committee 12/01/2023**
3. **Planning Commission 12/06/2023**

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

1. **Carl Gruhzt mileage reimbursement from FBI LEEDA ELI training 345 miles \$213.90 from line 264-000-607.000**

**Payments Required by Collective Bargaining Agreement**

1. **James Maveal Vacation payout per union contract 42 hours \$1138.62 paid from line 101-430-703.000**
2. **Krystal Moore Vacation payout per union contract 57 hours \$1137.15 paid from line 101-430-704.000**
3. **Stacey DeMoines Vacation payout per union contract 70 hours 1652.70 paid from 101-253-705.000**
4. **Danielle Lundquist Compensatory Time payout per union contract \$580.80 paid from line 101-148-706.0001**

## **Miscellaneous**

1. Appointment to the Zoning Board of Appeals

A motion was made by Commissioner Grove, and seconded by Commissioner Taylor, to appointment Delynne Schneider to the Zoning Board of Appeals for a two-year term expiring 12/31/2026. All in favor, motion carried.

2. Appointment of members to the Landbank Board

A motion was made by Commissioner Grove, and seconded by Commissioner Taylor, to appoint Shannon Sirpilla to the Land Bank Board for a term expiring 12/31/2025, and re appoint Justin Schneider and Matt Lang, also for a term expiring 12/31/2025. All in favor, motion carried.

## **New Business**

1. Request approval for Prosecutor to post Assistant Prosecutor job opening.

A motion was made by Commissioner Taylor, and seconded by Commissioner Grove, to allow the Prosecutor to post a job opening for Assistant Prosecutor. All in favor, motion carried.

2. Request approval for a LOU (Letter of Understanding) for Deputy's Union

Undersheriff Hartwell shared the need to start an experienced officer at a higher wage, in order to attract experienced staff.

A motion was made by Commissioner O'Donnell, and seconded by Commissioner Taylor, to approve a Letter of Understanding regarding offers of employment between Gladwin County Sheriff's Office and Board of Commissioners and Gladwin County Deputies Unit, as presented, and to allow the Board Chair to sign it. All in favor, motion carried.

3. Request approval for Undersheriff to hire for two open deputy positions.

The Undersheriff shared the details of vacancies in the Sheriff's Office.

A motion was made by Commissioner Taylor, and seconded by Commissioner Visnaw to allow the Sheriff to hire for two open deputy positions. All in favor, motion carried.

4. Request approval to send one cadet to academy.

A motion was made by Commissioner Taylor, and seconded by Commissioner Visnaw, to allow the Chair to sign a training agreement between Gladwin County Sheriffs Office and Board of Commissioner and Andrew Scott Cole. All in favor, motion carried.

5. Request approval to hire an Administrative Assistant.

A motion was made by Commissioner Grove, and seconded by Commissioner O'Donnell, to allow the Sheriff's office to hire an Administrative Assistant. All in favor, motion carried.

6. MMRMA Contract Renewal

Clerk Hulme shared the details of the MMRMA Proposal. Commissioners Visnaw and Taylor, as the Insurance Committee, shared their differing recommendations.

A motion was made by Commissioner Visnaw, and seconded by Commissioner O'Donnell, to renew the MMRMA contract under option two (2) (an annual contribution of \$204,894). All in favor, motion carried.

## Old Business

1. Professional Concepts & Designs (PCD) - Management Consulting

Commissioner Moore shared the idea of a consultant to assist with grant management. Commissioner Grove discussed the need for grant writing. The Board discussed needs versus cost.

A motion was made by Commissioner O'Donnell, seconded by Commissioner Visnaw, to approve a Consulting Contract with Professional Concepts & Designs (PCD), for ten (10) hours per week, for three months (the amount of approximately \$7,200). Roll call vote, 3-y, 2-n by Taylor and Grove.

2. Request approval of the Court House Security Manual

Judge Hovey spoke with the Board regarding courthouse security. She shared her concerns for the lack of courthouse security and the dangers to county residents and the county and court staff.

A motion was made by Commissioner Visnaw and seconded by Commissioner Taylor to approve the Courthouse Security Manual as written. All in favor, motion carried.

## Chairperson Comments

Commissioner Moore made reference to the public hearing that was held that morning regarding the proposed Ethics Ordinance and asked if any board member would like to move on that item.

A motion to adopt the ethics ordinance was made by Commissioner Taylor, seconded by Commissioner O'Donnell to adopt the Ethics Ordinance. The resolution was read by Chair Moore. Roll call vote, 5-y, 0-n; the Resolution was declared adopted.

Commissioner Moore then referenced old business that was not on the agenda, and asked if any board member would like to move on the previously discussed Intergovernmental Agreement with Richfield Township for Building Official services.

A motion was made by Commissioner Taylor, seconded by Commissioner Grove to allow the Chair to sign the intergovernmental agreement. All in favor, motion carried.

## Board Comments

Commissioner Visnaw –

- Courthouse Security on the 4<sup>th</sup>.
- Budget Meeting on the 5<sup>th</sup>
- Planning Commission meeting on the 6<sup>th</sup>

- FLTF Meeting today

Commissioner Taylor –

- Budget meetings
- The Christmas Parade was beautiful.

Commissioner O'Donnell -

- Data Meeting this month.
- Billings and Bentley meetings last night. Billings is having issues with Air B&B's paying taxes and assessments as residential.
- MAC Environmental, no movement on the 1:51:00, presentation on bio char for agricultural uses.
- FTF this afternoon.

Commissioner Moore –

- Today is a Board meeting for FLTF, not an informational session. They will have a meeting January 15<sup>th</sup>, to hear from residents on the proposed assessments from 9:00 a.m.-12:00 p.m. & 1:00 p.m.- 3:00 p.m. at the BAC. Board meeting to follow.
- February 6<sup>th</sup> will be another joint meeting with Midland County. Location to be determined.
- Reminder, no second meeting in December.
- Middle MI Development did set their meetings for the third Tuesday of each month starting next year.
- Shared her appreciation for Judge Hovey's comments on Courthouse Security.
- Community Builders will meet February 17<sup>th</sup>, at 2:30 at the Knights of Columbus.

Commissioner Grove -

- Beaverton Township meeting last night was very short.
- Yas out of town and missed a few meetings.

## **Administrators Report**

### **Civil Attorney Report**

### **Public Comment**

- Nancy Bodner asked the Board to consider putting blinds in the windows of the commissioners' clamberers.
- Carrie Will, with the Chamber of Commerce, shared that two businesses have tied for the recognition letter from Representative...Legislative Breakfasts starts January 12<sup>th</sup> from 7:30 – 9:00 a.m. at the Knights of Columbus.
- Mary Moylan thanked the Board for all they do, and said "good bye for the winter".

### **Receive & File**

1. November 2023 Library Stats

No further business, the meeting adjourned at 11:04 a.m.

  
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Karrie Hulme, County Clerk

  
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Karen Moore, Chairperson