Gladwin County Board of Commissioners
Board Minutes, March 11, 2025
Mike Visnaw, District 1 Vice-Chairperson (Sherman, Butman, Clement, Secord)
Alan Donaldson, District 2 (Sage, Gladwin, and Gladwin City N. of M-61)
Tami O'Donnell District 3 (Bentley, Billings, Bourret, Grim, Hay)
Karen Moore, District 4, Chairperson (Tobacco, Buckeye, Beaverton City)
Tom Winarski, District 5 (Grout, Beaverton, Gladwin City S. of M-61)

The Gladwin County Board of Commissioners met for a regular Board Meeting on March 11, 2025. The meeting was called to order at 9:00 a.m. by Chairperson Karen Moore. The Pledge of Allegiance was recited, and roll call found all Board members present.

Public Comment – None.

Consent Agenda – The Board reviewed the consent agenda. Motion by Commissioner O'Donnell, supported by Commissioner Visnaw, to approve the agendas with the addition of paragraph A, under Department Head Report, to include an update from Justin Schneider. Ayes carried, motion passed.

Approval of the Board Minutes:

A. February 25, 2025, Board Meeting

Department Head Report

A. Justin Schneider, Construction Codes/Zoning, requested the Board terminate the contract with Houghton Lake Building Agency. Discussion. Motion by Commissioner Visnaw, supported by Commissioner O'Donnell, to terminate the contract with Houghton Lake Building Agency. Ayes carried, motion passed.

Finance Reports/Claims and Accounts General Fund

A. Tami O'Donnell, District 3 Commissioner, requested to approve renewal of Michigan Recycle Coalition membership for $250 from line 101-101-801.000. Motion by Commissioner O'Donnell, supported by Commissioner Visnaw. Roll call taken. Ayes: Visnaw, O'Donnell, Moore, Winarski, Donaldson. Nays: 0. Ayes carried, motion passed.
B. Mike Shea, Sheriff, requested approval to attend Michigan Sheriff Association Summer Professional Development Conference on June 1-3, 2025, for $295, plus hotel costs of $338, plus meals and mileage reimbursement, from line 285-000-804.000. Motion by Commissioner Winarski, supported by Commissioner Donaldson to allow Sheriff Shea to

attend the conference, and use the county credit card to pay for the training, hotel and reimbursement for the meals and mileage. Roll call taken. Ayes: Visnaw, Donaldson, O'Donnell, Moore, Winarski. Nays: 0. Ayes carried, motion passed.

C. Matt McGourty, Jail Administrator, requested approval to attend Michigan Sheriff Association Summer Professional Development Conference on June 1-3, 2025, for $295, plus hotel costs of $338, plus meals and mileage reimbursement, from line 264-000-804.000. Motion by Commissioner Visnaw, supported by Commissioner Donaldson to approve Matt McGourty to attend the conference, and use the county credit card to pay for the training, hotel and reimburse for the meals and mileage. Roll call taken. Ayes: Donaldson, Winarski, Moore, O'Donnell, Visnaw. Nays: 0. Ayes carried, motion passed.

D. Clara McKowen, Prosecutor's Office, requested approval to purchase a laptop from Amazon at a cost of $670 from line 101-229-835.002. This is a reimbursable expense through the IV-D Grant. Motion by Commissioner Visnaw, supported by Commissioner Winarski, to allow the Prosecutor's Office to purchase the laptop. Roll call taken. Ayes: Visnaw, O'Donnell, Moore, Winarski, Donaldson. Nays: 0. Ayes carried, motion passed.

E. Melanie Thume, Deputy Administrator, presented the request to renew the Merit Contract for internet on behalf of the Data Committee. Motion by Commissioner Visnaw, supported by Commissioner O'Donnell to renew the contract with Merit for a 5-year term. Roll call taken. Ayes: Visnaw, O'Donnell, Moore, Winarski, Donaldson. Nays: 0. Ayes carried, motion passed.

F. Melanie Thume, Deputy Administrator, presented a request for approval to purchase 130 multi authenticator tokens for use by county employees on behalf of the Data Committee. Discussion. Motion by Commissioner Visnaw, supported by Commissioner O'Donnell. Roll call taken. Ayes: Visnaw, Donaldson, O'Donnell, Moore, Winarski. Nays: 0. Ayes carried, motion passed.

G. Tom Winarski, District 5 Commissioner, presented the Fund Balance Policy. Discussion. Motion by Commissioner Winarski, supported by Commissioner Visnaw to approve the Fund Balance Policy as presented. Ayes carried, motion passed.

H. Melanie Thume, Deputy Administrator, discussed a letter received from the IRS pertaining to issues stemming from the late filing of 2020 W2's, late filing of 2021 941's, and the interest charged from these issues. Melanie had previously been working with a contact from the IRS regarding this same issue and thought the matter had been resolved. Discussion on whether the County has an accountant to discuss the validity of the letter received and what steps need to be taken to resolve the matter. Motion made by Commissioner O'Donnell, supported by Commissioner Visnaw to allow Melanie to consult with a Corporate CPA on an emergency basis, to be paid from the Commissioner's Contractual Fee line. Roll call taken. Ayes: Visnaw, O'Donnell, Moore, Winarski, Donaldson. Ayes carried, motion passed.

Committee Meeting Reports

A. Planning Commission December 4, 2024
B. Data March 7, 2025

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

A. Request to approve Ronnie Budd to attend Michigan Sheriff's Association Summer Professional Development Conference June 1-3, 2025, at a cost of $150, plus hotel cost of $169, plus meals and mileage reimbursement from line 101-301-804.00.
B. Request to approve Stacey Gasiciel to attend Michigan Association of District Court Probation Officers Conference on May 21-23, 2025, at a cost of $160, membership fee of $25, plus meals and mileage reimbursement from line 101-136-860.000.

Payments required by Collective Bargaining Agreement

Miscellaneous

A. Kim Hines presented the Gladwin County Procurement Policy for CDBG-DR funded projects. Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to approve the policy as presented. Ayes carried, motion passed.
B. Kim Hines presented the Revised Conflict of Interest Policy for CDBG-DR. Motion by Commissioner Winarski, supported by Commissioner Visnaw to approve revisions as presented. Ayes carried, motion passed.

New Business

A. Chairperson Karen Moore requested approval to sign a letter of support for the Four Lakes Task Force Consumers Energy Grant. Motion by Commissioner O'Donnell, supported by Commissioner Winarski to approve Chairperson Moore to sign the letter of support. Ayes carried, motion passed.

Old Business

Chairperson Comments

Heron Cove filed a request to have a hearing with the Michigan Supreme Court regarding the Four Lakes Task Force.

Board Member Comments/Report

Mike Visnaw, District 1:

- March 5th attended Animal Control Committee meeting
- March 5th attended Planning Commission meeting

- The Steering Committee's first meeting will be on March 18, 2025
- March 6th visited the District Court office in Clare County regarding PC speeds when using the MiFile system. Speeds are comparable to Gladwin County.
- March 7th attended the Data Committee meeting.

Alan Donaldson, District 2:

- Will be attending the Park Committee meeting tonight, March 11th, 2025, at 6 pm at the Sportsman Club.

Tami O'Donnell, District 3:

- Attended both Bentley and Billings Township meetings. Bentley Township has a new supervisor. Encouraged all township officials to attend the Council of Local Government meetings.
- Wixom Lake Association will host a fundraiser on Saturday, April 12, 2025, at Off the Hook Tavern.
- Wixom Lake Improvement approved more lakebed mowing to be completed.
- Will be attending the Grim and Bourret Township meetings tonight.
- The Heartland Materials Management requested an extension from EGLE to apply for grants, and the extension was given to June 1, 2025.

Karen Moore, District 4:

- Will be attending the Public Art Committee meeting on March 18, 2025, at 1 pm in Redeemed Market. The public art discussion will be for all of Gladwin County.
- The County will be hosting the Council of Local Government meeting in the Commissioner's room on March 24, 2025, at 7 pm, the social time will begin at 6:30 pm.
- Reminder that in April there will be back-to-back Commissioner meetings. One on April 15th and then again on April 22nd.
- EDC conducted interviews and have offered the position to a great candidate.

Tom Winarski, District 5:

- Attended the Finance meeting-MERS is requiring the County to contribute more towards liability. During the budgeting process, Department Heads will have to budget for this change.
- Union Contracts are going to mediation.
- Attended the Mid-Michigan Community Action Agency training.
- Attended Beaverton Township meeting on March 10th. The township had questions regarding the zoning fees for the Solar, wind and marijuana permits.

Administration Report

Melanie – Fiscal year 2026 budget process will begin in April.

Kim-Update on Parks & Recreation. Held off on applying for Veterans Park Grant but still actively working on it for the March 18, 2025, meeting.

Board Communications

Report of Civil Attorney

Public Comments:

Sheriff Mike Shea cautioned the Board on the Fund Balance Policy. Offered connections with Maximus regarding help needed on the IRS issues.

Carrie Will from the Chamber of Commerce spoke about the Legislative Breakfast Series that will be on Friday, March 14, 2025, at 7:30 am. The BAC will be hosting a Women's Expo in October. This has not been held since 2019 and will coincide with the BAC's 10th anniversary. Spoke on visiting the Clare County Welcome center and the compliments received on the Gladwin Chamber handouts. The new Directories will be coming out this week.

Karen Moore spoke on random acts of kindness. She received a text from Carrie Will to have a good day and it really made her feel good.

Receive & File

Adjournment at 10:04 a.m.

Constance Thurlow-White, County Clerk

Karen Moore, Chairperson