Gladwin County Board of Commissioners
Board Minutes, November 25, 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 November 25, 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

City Administrator's Report

Kim Hines, Gladwin City Interim Administrator- The City of Gladwin will host the Holiday Parade on Saturday, December 6, 2025. This year's theme will be "Glow-rious" with red, white and blue colors. The city was awarded a $100,000 grant to be used for their Master Plan.

Consent Agenda – Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to approve the agendas as presented. Ayes carried, motion passed.

Approval of the Board Minutes:

A. November 10, 2025, Regular Board Meeting

Department Head Report

A. Trisha LaRue, Gladwin County Sports Complex. LaRue presented the year-end report for the Sports Complex. The complex has experienced several instances of damage over the past year as well as use of the dumpster by the public, so they have installed a camera system and hope that it helps to eliminate any more issues. The Gladwin High School Travel Club has been helping in the concession stand. This year the concessions have partnered with Cedar Haus to provide pizza to sell. In the past the Master Gardener Program took care of all the flower beds, however with the smaller number of members they decided to no longer do that, so we are offering it to any business or person who might want to take care of a garden in exchange for advertising. Overall, it has been a good year for the complex.

Finance Reports/Claims and Accounts General Fund

A. Matt McGourty, Jail Administrator. Requested to purchase a new vest for a new employee.

Motion by Commissioner Winarski, supported by Commissioner Donaldson to approve the purchase of a new vest at a cost of $732.60 from line 101-351-758.000. Roll call taken. Ayes: Visnaw, Donaldson, O'Donnell, Moore, Winarski. Nays: 0. Ayes carried, motion passed.

B. Matt McGourty, Jail Administrator. Requested to replace faulty cast iron plumbing pipe in the basement of the jail. McGourty explained that over the years the jail has come to the board to replace these old pipes as needed and this request is simply a continuation of that process.

Motion by Commissioner Winarski, supported by Commissioner Donaldson to approve the replacement of the cast iron plumbing pipe in the basement of the Sheriff Department from bid 1, Gary Ballard Plumbing at a cost of $3900 from line 101-351-930.000. Roll call taken. Ayes: Winarski, Moore, O'Donnell, Donaldson, Visnaw. Nays: 0. Ayes carried, motion passed.

Committee Meeting Reports

A. Data, October 3, 2025
B. Parks and Recreation, November 11, 2025

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

A. Necole Burkhart to attend "Strange but True Stories from Dispatcher Center" sponsored by Macnlow on December 11, 2025, at a cost of $150 from line 282-000-804.001.
B. Necole Burkhart to attend "Getting along with (almost) anyone" sponsored by Macnlow on December 11, 2025, at a cost of $150 from line 282-000-804.001.

Payments required by Collective Bargaining Agreement

A. Payout request for unused vacation for S. Demoines per the UAW union contract of 70 hours, $1787.80 to be paid from line 101-253-704.000.

Miscellaneous

A. Request to reappoint Barb Lyons to the Library Board with term 1/1/2026 – 12/31/2029.
Motion by Commissioner Donaldson, supported by Commissioner O'Donnell to reappoint Barb Lyons to the Library Board. Ayes carried, motion passed.

B. Request to reappoint Anne Edick, Mike Stumpfig and Gordon Huckins to the Planning Commission with the term of 1/1/2026 – 12/31/2028.
Motion by Commissioner Winarski, supported by Commissioner Donaldson to reappoint Anne Edick, Mike Stumpfig and Gordon Huckins to the Planning Commission. Ayes carried, motion passed.

C. Request to reappoint Milton Alward to the Construction Codes Board with the term of 1/1/2026 – 12/31/2027.

Motion by Commissioner Donaldson, supported by Commissioner Winarski to reappoint Milton Alward to the Construction Codes Board. Ayes carried, motion passed.

D. Request to reappoint Robert Schafer to the Zoning Board of Appeals with the term of 1/1/2026 – 12/31/2028.

Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to reappoint Robert Schafer to the Zoning Board of Appeals. Ayes carried, motion passed.

E. Request by Commissioner O'Donnell to appoint Greg Reno to Heartland Materials Management Plan. Discussion. O'Donnell explained that the former member from St. Gobain has been relocated out of state for work so he had to resign his position on HMMP.

Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to appoint Greg Reno to the HMMP Board. Ayes carried, motion passed.

New Business

A. Melanie Thume, Deputy Administrator, Presented the 2026 Board Calendar. Discussion.
Motion by Commissioner Visnaw, supported by Commissioner O'Donnell to adopt the 2026 Board Calendar as presented. Ayes carried, motion passed.

B. Melanie Thume, Deputy Administrator & Ronnie Budd, Jail Administrative Assistant. Presented the offer for open enrollment with Messa Insurance. Discussion. Budd explained that after the initial numbers from Messa, Melanie reached out to other agencies to see if the insurance costs could be lowered. Ultimately the employees voted to stay with Messa coverage. Costs for the same or lesser healthcare has more than doubled for 2026.
Motion by Commissioner Visnaw, supported by Commissioner O'Donnell to allow Melanie to offer open enrollment with Messa to employees. Roll call taken. Ayes: Donaldson, Winarski, Moore, O'Donnell & Visnaw. Nays: 0. Ayes carried, motion passed.

C. Mike Shea, Sheriff. Presented a request to pursue legal remedies for breach of a contractual agreement involving a former Sheriff Department employee. Shea stated that the former employee voluntarily resigned after 27 months of employment. However, the employee signed a contract stating they would stay on for 60 months. Discussion.
Motion by Commissioner O'Donnell, supported by Commissioner Winarski to approve the Sheriff to file a court case in the 80th District Court for breach of contract by a former employee. Roll call taken. Ayes: Donaldson, Winarski, Moore, O'Donnell, Visnaw. Nays: 0. Ayes carried, motion passed.

Old Business

A. Melanie Thume, Deputy Administrator. Presented the new Auditor Contract from Rehmann. Treasurer Christy VanTiem stated that she was pleased with the contract and looks forward to working with the new auditors. Commissioner Winarski stated that he would prefer there be a portion in the contract that states if auditors fail to file on time, they would be assessed a fee by the County. Discussion.

Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to approve the Rehmann Auditor Contract as presented. Roll call taken. Ayes: Visnaw, O'Donnell, Moore, Donaldson. Nays: Winarski. Ayes carried, motion passed.

B. Commissioner Alan Donaldson, Parks and Recreation Committee. Along with Dayna Fennell of Guided Moments LLC presented the Gladwin Recreational Area Management Plan. Fennell was the only local and onsite quote that was offered. Also, Burch Branding quoted to provide the branding of the facility only for 120 days. If chosen, Burch Branding would work alongside Guided Moments LLC for brand development of the Rec Area. Discussion. The Board would like monthly reports on financials and all money would have to run through the County Treasurer's office.

   Motion by Commissioner O'Donnell, supported by Commissioner Donaldson to move forward with Guided Moments LLC as the Operational Event Management Company for the Gladwin Recreational Club. Roll call taken. Ayes: Visnaw, O'Donnell, Moore, Winarski, Donaldson. Nays: 0. Ayes carried, motion passed.

   The Board will table the matter of branding for now.

   Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to adopt the fee schedule with a correction of Non-Profit meetings will be at a cost of $25. Roll call taken. Ayes: Donaldson, Winarski, Moore, O'Donnell, Visnaw. Nays: 0. Ayes carried, motion passed.

C. Christy VanTiem, County Treasurer. Brought a request to the Board to allocate more money for the Probate Court Child Care Fund. VanTiem came to the Board a few months ago with a similar request, however it was not enough to make it through the end of the year. Discussion. Commissioner Donaldson explained that he would be abstaining from voting as he is employed by MDHHS.

   Motion by Commissioner Winarski, supported by Commissioner Visnaw to appropriate $75,000 to the Child Care Fund. Roll call taken. Ayes: O'Donnell, Moore, Winarski, Visnaw. Nays: 0. Abstain: Donaldson. Ayes carried, motion passed.

   The Board would like the financials regarding this fund that are provided to the state to also be provided to the Treasurer and Deputy Administrator to work toward better budgeting for the year.

   Motion by Commissioner O'Donnell, supported by Commissioner Visnaw to obtain monthly reports from Probate Court regarding the Child Care Fund. Ayes carried, motion passed. Donaldson abstained.

Chairperson Comments

Chairperson Moore stated that she, Commissioner Visnaw and Melanie have been working with Clare County on a mentorship program between Clare's Administrator and Melanie. She will present more at the next meeting.

Board Member Comments/Report

Mike Visnaw, District 1:

- Attended the Veterans Memorial and presented a plaque to a World War II Veteran. It was a great service despite the cold temperature.
- 11/12 – Attended both Clement & Butman Township meetings as well as the insurance meeting with the General Agency.
- 11/13 – Attended a meeting with the website designer.
- 11/17 – Attended the Messa Insurance meeting.
- 11/18 – Attended the Veterans Affairs Committee meeting and Sherman Township meeting.
- 11/19 – Attended the Health Board meeting.

Alan Donaldson, District 2:

- Attended the Gladwin Township meeting. They have switched their garbage removal provider to Republic.
- Attended the Fair Board meeting that always has such great participation.
- Attended the Sports Complex meeting.
- Discussion on Trout Lake and where things are currently. Would request that the Deputy Administrator reach out to the DNR again after no response from them the last time the county reached out.

Tami O'Donnell, District 3:

- Attended the Wixom Lake Improvement Board meeting.
- Attended a zoom meeting regarding short term rentals put on by MSU Extension. Rural STR requests are up 105%. O'Donnell would like to see the County put a policy in effect regarding these rentals and regulations. Discussion on whether the county has the authority to do this or if it's up to each township or city.

Karen Moore, District 4:

- Four Lakes Task Force will be moving the 12/9 meeting. Go to their website for more information.
- The Holiday Lights parade and tree lighting will be on 12/6. The Grand Marshal's will be Lynda & Kent Crawford and the volunteer of the year will be Pastor Brad Withrow.
- Beaverton City will be holding their tree lighting ceremony on 12/5. Beaverton City is also hosting a "walkability" study.
- Would like to thank Kahru for doing so well with the level of security when logging into email.

Tom Winarski, District 5:

- Attended the Gladwin City meeting.
- Attended Middle Michigan Economic meeting. He noticed that Gladwin County did not report for the year. Commissioner Moore stated that the county is not part of that organization.

Administration Report

Board Communications

Report of Civil Attorney

Public Comments: None

Receive & File

October 2025 Library stats can be found on the website

Adjournment at 11:58 a.m.

Constance Thurlow-White, County Clerk

Karen Moore, Chairperson