

Commissioner Minutes of December 9, 2008

Chairman Whittington called the meeting to order at 9:00 a.m. The Pledge of Allegiance was recited. Roll call found all Commissioners present, except Commissioner Reid.

Agenda – There were no corrections or additions to the agenda.

The Regular and Executive minutes of November 25, 2008 were then considered. County Clerk, Laura Brandon, then noted that Commissioner Reid had submitted an e-mail of additions to the minutes; which she had provided a copy for the Board's review. Motion by Commissioner Carl, supported by Commissioner Posey, to approve the minutes with Commissioner Reid's additions; and the Executive Session minutes as presented. Ayes carried, motion passed.

The semi-monthly Finance Report totaling \$57,462.20 was then considered. Motion by Commissioner Rhode, supported by Commissioner Carl, to approve for payment as presented. Ayes carried, motion passed.

Public Comments:

Christy VanTiem, County Treasurer, asked that the minutes please clarify and reflect that during the budget process her overtime budget had not been reduced, or removed, it simply was never utilized, therefore funds to be budgeted in her department for overtime were not needed.

Correspondence from the Chairman:

The Department of Corrections performed its annual jail inspection; giving us a 100% inspection for the sixth year in a row.

On the letter dated 12-2-2008 from Braun Kendrick Finkbeiner in regards to the pending lawsuit.

On the notice from C.M.D.A. providing the Board with their copies of legal services invoices through October 2008.

Chairman Whittington then asked the Board's permission to re-appoint Dorothy McMahon to the Northern Michigan Substance Abuse Services Board for another term, noting that Dorothy does a great job representing the Board and bringing them quarterly reviews. Motion by Commissioner Hoag, supported by Commissioner Carl, to approve the reappointment as requested. Ayes carried, motion passed.

Commissioner Carl then asked that the Board consider the renewal and payment of the Saginaw Bay RC&D dues; with the understanding that the County receives an annual report of what their service is doing for Gladwin County. Motion supported by Commissioner Posey. Ayes carried, motion passed.

Commissioner Rhode then reviewed with the Board the *Special Fund Budgets for 2009*. There will be a special hearing on December 23, 2008 to adopt the special fund budgets. Laura

Brandon noted that for those departments that did not turn in a budget request, their budgets remained the same as 2008. Commissioner Rhode noted that there is still a spread between the revenues and expenditures for the 231 fund and that a meeting will be scheduled with Mr. Schlese and Mr. Greer to finalize their budget before the meeting on the 23rd.

Commissioner Posey reported:

On attending the Grout Township meeting on the 1st.

On the Data meeting on the 2nd; which Commissioner Hoag will report further.

On attending the Beaverton Township meeting on the 8th.

Commissioner Walters reported:

On the Central Michigan Health meeting in Mt. Pleasant on November 25th, noting that their Finance Committee has looked at a lot of cuts and changes brought on by the State. The employees there have been two years without raises, and they are beginning to go paperless with all of their information being loaded onto disks. Commissioner Carl then questioned the legal books in the hallway and where the Board was with removing those. Commissioner Rhode then commented that the Library would be interested in the books after they make their addition. Chairman Whittington suggested that Mr. Schlese be invited to the next Building and Grounds meeting to discuss that matter.

Commissioner Hoag reported:

On attending the Data meeting on the 2nd, noting that there were two main areas of discussion. The Annex building has requested a new copy machine. Bob Frei is in the process of taking an inventory of all the copy machines in the county and whether they are under lease or maintenance agreement. The committee will also be asking Bob Duby to do the majority of his large copy projects on the high speed printer versus the copier. Bob Frei has suggested that this is more cost effective and quicker. The other item of discussion was the installation of time clocks in the county buildings. Commissioner Walters questioned what the price of this system would be. Commissioner Posey stated that it would be six time systems for approximately \$3000.00. Commissioner Carl stated he is not in favor of time clocks and believes it is the responsibility of the Department Head to oversee that their employees are here and accountable for their work. Chairman Whittington commented there did not seem to be much support for the system, noting that this request had come out of the Budget Committee after conversations and concerns from some department heads.

On attending the Tobacco Township meeting on the 8th, noting that there was a weed control presentation from two companies. The Township also received the letter from Equalization in regards to the increase in funding, stating that they will be more than interested in participating.

Commissioner Carl reported:

On attending the Personnel meeting on the 3rd where the Corrections unit turned down the contract proposal.

On attending the Planning Commission meeting also on the 3rd.

Commissioner Rhode then moved to go into Executive session to discuss the job description contract of the Executive Secretary to the Board. Motion supported by Commissioner Carl. Ayes carried, motion passed.

EXECUTIVE SESSION

Motion by Commissioner Rhode, supported by Commissioner Hoag, to return to regular session. Ayes carried, motion passed.

Motion by Commissioner Carl, supported by Commissioner Rhode, to make the changes to the Executive Secretary's job description as presented in Executive Session. Ayes carried, motion passed. Sharron Smith questioned what those changes were. Commissioner Rhode responded that in addition to her already assigned duties, the wages and fringes for the position were listed with the job description, noting that her wage usually has to be adjusted annually by the Board, and that her benefits will be the same as those under the Non-Union Benefits Manual. The Board then has the authority to make changes to either her wage or benefits annually.

Commissioner Rhode reported:

On attending the Central Michigan Health Finance meeting on the 25th.

On the Gladwin City Counsel meeting on the 5th.

On attending the Personnel meeting on the 3rd, noting that there was an item of discussion for the Board's consideration. The committee reviewed the request of Debbie Primeau for payment of 5 vacation days, and the need to recognize her as a court employee. Commissioner Rhode then made reference to the Courts Personnel Policy that has been given to the Board members for their review. Discussion. Motion by Commissioner Rhode, supported by Commissioner Walters, to adopt the Courts Personnel Policy. Roll call vote as follows: Commissioner Walters – yes, Commissioner Carl – yes, Commissioner Rhode – yes, Commissioner Reid – absent, Commissioner Posey – yes, Commissioner Hoag – yes, Commissioner Whittington – yes, 6 yes, 0 no, 1 absent. Commissioner Rhode then stated that a letter should be sent to the Chief Circuit Judge stating that any changes to the policy need to be negotiated with the Board of Commissioners, and that the Board now acknowledges that both Judicial Secretaries fall under this policy.

Commissioner Rhode then brought to the Board a request from the County Clerk to hire to fill the vacant position in her office. Commissioner Rhode noted that through the budget process the

committee had worked with the Clerk to reduce staff from a full time to a part time position for 2009. The Clerk at this time is only requesting that the part time position be filled at this point. Discussion. Commissioner Carl voiced his concern about hiring any new staff because of the hiring freeze that was in place. Commissioner Posey called the vote to be by roll call. Roll call vote as follows: Commissioner Carl – no, Commissioner Rhode – yes, Commissioner Reid – absent, Commissioner Posey – no, Commissioner Hoag – yes, Commissioner Whittington – yes, Commissioner Walters – yes. 4 yes, 2 no, 1 absent.

Commissioner Rhode then made motion to allow the Clerk and Treasurer to hold the 2008 “books” open through the end of February 2009. Motion supported by Commissioner Carl. Ayes carried, motion passed.

Commissioner Rhode then asked that the Finance committee be able to hold an additional meeting in the month of December to pay the bills received between the 19th and 30th. Motion by Commissioner Rhode, supported by Commissioner Hoag, to hold an additional Finance meeting on December 30, 2008 at 9:00 a.m. Ayes carried, motion passed.

Public Comments:

Gina Conrad presented the Board with a copy of an extension contract for her GIS program. Ms. Conrad discussed the options of sharing the program and costs with other counties, and asked for permission to sign the contract as presented. Motion by Commissioner Posey, supported by Commissioner Carl, to allow Ms. Conrad to sign the contract as presented. Ayes carried, motion passed.

Christy VanTiem, County Treasurer, stood to congratulate Laura Brandon on her appointment to County Clerk, stating that she looks forward to a good working relationship.

Motion by Commissioner Rhode, supported by Commissioner Carl, to receive and file various reports and correspondence. Ayes carried, motion passed.

Motion by Commissioner Hoag, supported by Commissioner Carl to adjourn. Ayes carried, motion passed. Meeting adjourned at 10:00 a.m. until December 23, 2008 at 9:00 a.m. unless otherwise ordered.

Laura Brandon
County Clerk

Terry Whittington
Chairman