

Commissioners Minutes of April 10, 2007

The Gladwin County Board of Commissioners met on Tuesday, April 10, 2007 in regular session. Chairman Whittington called the meeting to order at 9 a.m. and the Pledge of Allegiance was recited. Roll call found all Commissioners present.

Agenda – Gina Conrad will address the Board at 9:45 regarding GIS. There were no further additions or corrections.

The minutes of March 27, 2007 were then reviewed. Clerk Laura Flach noted a correction on Mary Hess' address to the Board – adding that Ms. Hess be granted “the option” of transferring Ms. Hinman, if she chose to do so. Motion by Commissioner Rhode, seconded by Commissioner Carl, that the minutes be approved with the noted change. Ayes carried, motion passed.

The semi-monthly finance report totaling \$50,345.66 was then presented for consideration. Motion by Commissioner Rhode, seconded by Commissioner Reid, to approve for payment as presented. Ayes carried, motion passed.

PUBLIC COMMENTS –

Judge Roy Mienk reported on progress of his office remodeling and that he had hired Barb Uhl. Judge Mienk went on to note that Ms. Uhl is a court employee and that he has set her wage at \$19.54 per hour for the position of judicial secretary/assignment clerk. It was further noted by the Judge that Ms. Uhl's check reflected payment of \$16.78 per hour. Explaining that Ms. Uhl will be doing the same work as Ms. Primeau, Judge Mienk requested that the Board take action to appropriate funds necessary to pay Ms. Uhl at \$19.54 per hour.

Chairman Whittington reported:

- On meeting with USDA regarding grants for police vehicles--noting that the grant has gone through.
- Request from Joe Dorius, Immanuel Baptist Church, requesting permission to meet at the flag pole in front of the Courthouse for prayer on the National Day of Prayer. Motion by Commissioner Hargrave, seconded by Commissioner Carl, to grant request as stated. Ayes carried, motion passed.
- On communication from Kay Shabazz, requesting that the Board provide a resolution proclaiming the week of July 15 – 21, 2007 as “Road Rage Awareness Week”. No action taken by the Board.

Chairman Whittington continued reporting:

- On receipt of the official Letter of Engagement for auditors Burnside & Lange, this required the signature of the Chair. Motion by Commissioner Hoag, seconded by Commissioner Carl, that the Chairman be authorized to sign. Roll call vote as follows: Commissioner Hargrave-yes, Carl-yes, Rhode-yes, Reid-yes, Posey-yes, Hoag-yes and Whittington-yes. Ayes carried motion passed.
- On the seminar he attended in Grayling. AON / Cadillac Insurance presented information on a new program similar to MMRMA . Several other counties at meeting noted that they were very happy with MMRMA and questioned if the coverages and the cost effectiveness were the same.
- On the Parks & Recreation contract for caretaker. Rebecca Townsend was hired by the Parks & Rec. committee and will start April 16, 2007. Ms. Townsend will be paid \$500 for the ½ the month of April and \$1000.00 per month thereafter. Motion by Commissioner Posey, seconded by Commissioner Reid, to approve the caretaker contract with Ms. Townsend. Discussion on the fact that the Townsend live close to the Parks and Rec. area and are able to monitor the gates and area easily. Ayes carried, motion passed.
- That the City County Transit had presented an Addendum 900149 to operations contract ND90-0149 for Dial a Ride, noting that Mr. Knight will be here at 9:30 to explain further.

Denise Hall, Equalization Director, reported that the board of Review went well, noting that all of the tax rolls are turned in with 16 of 17 balanced. Ms. Hall asked that the Board approve the presentation of the Equalization Report for the April 24th meeting. Motion by commissioner Hoag, seconded by Commissioner Rhode, to review the Equalization Report at the April 24th meeting. Ayes carried, motion passed.

Rick Seebeck, Superintendent of Gladwin Community Schools, came before the Board for discussion of the school budget and to answer questions they may have. A handout was provided with review of the school budget. Mr. Seebeck noted that revenue has only increased \$700,000 over the past 5 years, there has been a decline in enrollment and staffing –31 employees have been laid off since last year. Discussion was had on the 2007-08 budget and the deficit that may be faced. Discussion was also had with Denise Hall on the Non-Homestead exemptions and the effect on the schools. Commissioner Posey commended Mr. Seebeck on his presentation.

Bill Knight, GCCT, presented the Addendum to Operations Contract ND90-0149, as amended. This is the renewable contract between the City and County which allows the Transit to operate within the County and will remain in effect for 5 years. Discussion. Motion by Commissioner Rhode to approve the contract addendum as presented and authorize signature by the Chairman. Motion seconded by Commissioner Carl. Ayes carried, motion passed.

Gina Conrad spoke to the Board regarding GIS start-up for Beaverton Township & Beaverton City. Discussion. Motion by Commissioner Posey, seconded by Commissioner Reid, to proceed with getting the parcels set up. Ayes carried, motion passed.

Commissioner Rhode reported:

- That Ms. Conrad has requested use of the County Credit Card for purchase of a wind meter/weather station. Motion by Commissioner Rhode, seconded by Commissioner Posey, to approve request as submitted. Ayes carried, motion passed.
- On the need to purchase a desk for Judge Mienk’s secretary – noting that a complete desk set could be purchase for just over \$800 which meets Ms. Uhl’s approval. Motion by Commissioner Rhode, seconded by Commissioner Carl, to approve purchase as stated. Ayes carried, motion passed.
- On matters before Finance as follows:

1. That Undersheriff Hartwell came before finance regarding repair for the 2000 Explorer. It was related that the “worst case” estimate was \$3,204.08. Discussion was had on selling the vehicle, repairing and/or using the vehicle for marine patrol. Commissioner Rhode noted that it is the committee recommendation to repair the vehicle and moved to approve with payment from 101-301-932.000. Motion seconded by Commissioner Hargrave. Discussion was had regarding mileage on the vehicle and other concerns. Ayes carried, motion passed.
2. That the County has been approved by the USDA for a patrol vehicle grant. As required by the grant, Undersheriff Hartwell has obtained 3 quotes on both a Crown Victoria and an Expedition, all of which are listed below:

	<u>Cr. Victoria</u>	<u>Expedition</u>
Scott McNamara	\$21,732.46	\$26,930.40
Dean Arbour	\$21,844.00	\$25,683.00
State Purchasing/ Signature Ford	\$19,330.00	\$24,099.00

Motion by Commissioner Rhode, seconded by Commissioner Hoag, to approve the low quote from State Purchasing-Signature Ford. Discussion. Ayes carried, motion passed.

Commissioner Rhode continued reporting on matters before finance:

3. That the County membership for MiDeal is up for renewal and if approved the cost of \$230.00 would be paid from 101-301-801.000. (MiDeal membership allows the County to participate in State Purchasing) Motion by Commissioner Rhode, seconded by Commissioner Hoag, to approve renewal and payment as stated. Ayes carried, motion passed.
4. That Ed Logsdon, Marine Patrol Administrator, has submitted the names of the 2007 marine officers and boat handlers. The part-time wage scale of \$8.00 - \$10.00 per hour will apply with the administrator making \$12.00 per hour. It is noted that this year the Marine Grant will be reimbursed 100% with Federal dollars and no County match. Motion by Commissioner Rhode, seconded by Commissioner Posey, to approve the list of workers and wage scale as presented. Ayes carried, motion passed.
5. That Ron Taylor, Animal Control Officer, has received the new truck for his department and that the light bar on the old truck cannot be removed and a new light bard will be needed for the new pickup. JB Electronics cost of a light bar with installation is \$794.99 which would be paid from 101-430-932.000 if approved. Motion by Commissioner Rhode, seconded by Commissioner Hargrave, to allow purchase as stated. Ayes carried, motion passed.

Discussion was then had on the hourly increase that Judge Mienk has requested for his Judicial Secretary. Discussion was had that only one assignment clerk is needed for our circuit and that the wage matter needs to be reviewed with Clare County.

Commissioner Hoag reported:

- That he attended the Tobacco Twp. Board meeting on April 9th – that it was a short uneventful meeting
- That on April 3 he attended the Data Committee meeting and noted the items of discussion, specifically GIS and funding issues.

Board then recessed for a short break. Recalled to order by Chairman Whittington.

Commissioner Rhode then read communication from Clare County approving payment of \$16.78 for Judge Mienk's Secretary. (Judge is asking for \$19.64) Judge Mienk stated that he will speak with Clare Board at their next meeting.

Commissioner Rhode informed Board members that the alley behind the post office, which is almost impassable, will be resurfaced first thing this spring.

Commissioner Hargrave reported:

- That on March 31st he had attended the Mental Health meeting in Mt. Pleasant, noting that they will be doing renovations, adding on the building and improving parking facilities. .
- On attending the April 9th Veterans Affairs meeting and matters of discussion.

Commissioner Hargrave then noted that he would not be able to attend the Budget meeting scheduled for 1 p.m. and had some comments:

- that he has some concerns with the budget and some shortfalls that may be in there.
- that he feels the Board needs to look at some alternative ways to have the budget done.
- that he feels there are definite problems between the Clerk's office and the Treasurer's office and that other arrangements need to be made to insure that correct information is available to the Board.

Commissioner Hargrave continued with comments regarding the Clerk's Office:

- That the Clerk's office is often closed 3 hours per day
- That they (the Clerk's office) can't get their work done
- That he feels the Board needs to re-assign the duties of the Deputy Clerk to allow for getting the work done

Commissioner Posey reported:

- That she attended the Library meeting on March 27th.
- That she had attended the Grout Township meeting and discussions were had over concerns with fire and rescue charges.
- That she also had attended the April 3rd Data committee meeting.
- On the April 4 meeting with Jan Stewart on Solid Waste. Discussion was then had regarding solid waste issues.
- That on April 9 she attended the Gypsy Moth meeting in the morning and then attended the Parks and Rec. meeting in the evening. As she had two meetings that evening her husband attended the Beaverton Township meeting for her.

Commissioner Carl reported:

- That he had attended the planning and zoning meeting on April 4th.
- That on May 6th he had attended the finance committee meeting.

Commissioner Reid reported:

- That on March 29th he attended the Farm Show held at the Ice Arena
- On March 30th he helped set up for the Home Show.
- That he attended the Data Committee meeting on April 3rd.
- That EDC will be meeting at 9:30 a.m. on Wednesday April 11 at the City Building at the Park.

PUBLIC COMMENTS

Karen Eighmy questioned where all the money is coming from for the Mental Health expansion project.

Commissioner Hargrave replied that the Mental Health Budget as a whole is well funded and they have the money to make the improvements.

Drain Commissioner Sherry Augustine reported that the State has eliminated the Inter-County Drain Program, which conflicts with the Drain Code.

Ms. Augustine also reported on the bidding process for the Chappel Dam Project, and noted that her Annual Drain Report will be distributed and she will meet with the Board at their next meeting to address any questions that they may have.

Commissioner Hoag then moved to receive and file the various correspondence and reports. Motion seconded by Commissioner Rhode. Ayes carried, motion passed.

Commissioner Hoag then moved to adjourn, seconded by Commissioner Reid. Ayes carried, meeting adjourned until April 24, 2007 unless otherwise ordered.

Laura Flach
Clerk

Terry Whittington
Chairman

Budget Workshop

April 10, 2007 1:00 p.m.

Chairman Whittington called the committee of the whole to order and explained that the Finance committee had felt that regular budget reviews should be held for benefit of board members and others who perhaps may have questions.

Laura Brandon, Financial Coordinator was on hand to answer questions that anyone should have.

Commissioner Posey commented that she had been working with the Treasurer and it was their conclusion that the budget had some deficiencies, specifically that revenues did not support expenditures and concerns with first quarter expenditures. Commissioner Posey also questioned Ms. Brandon as to if she was comfortable with the budget in its current form.

Ms. Brandon explained that first quarter expenses are always high because of appropriations and payments that are made on an annual basis. Ms. Brandon explained how revenue figures are arrived at, noting that a lot of department revenue is seasonal and current and summer tax collections are not yet in.

Specific discussion was had regarding the Construction Codes revenue and Expenditures. **Ms. VanTiem and Commissioner Posey** pointing out that Construction Code revenues were behind those received at this time last year, yet the same revenue had been budgeted for 2007. .

Clerk Laura Flach noted that because of the prolonged winter weather we really weren't in construction season yet, and fees would be behind merely because of that.

Ms. Brandon explained that in budget hearings with Mr. Volmering, it was agreed that expenses would be decreased by eliminating the extra hours for Soil Erosion enforcement – Mr. Volmering feeling that they could adequately enforce this with current hours. As far as the revenue budgeted – Mr. Volmering had asked that the revenue be budgeted at the 2006 level and he then with Board approval had instituted a revised fee schedule which was more in line with others in the State.

Lengthy discussion was then had regarding the unallocated fund, what it is, and how it works. **Treasurer Christy VanTiem** stating that the unallocated fund did not have sufficient funds to support the appropriations budgeted for general fund.

Ms. Brandon explained that as borrowing years were closed out, monies rolled back in that fund and were then available for use, and that as in past years she did not anticipate having to use all of the dollars budgeted from unallocated for the 2007 budget.

Ms. VanTiem then commented on the increase in delinquencies and foreclosures and the need for dollars to put with borrowing to pay off the individual entities.

Clerk Laura Flach questioned the requirement to pay off the entities in whole as opposed to distributing delinquent payments upon receipt, as had been done in the past.

Ms. VanTiem stated that it has always been a requirement to pay the entities in whole.

Mrs. Flach pointed out that she had been with the County for over 30 years and for many years, prior to establishment of the Tax Revolving Fund by the Board, delinquencies were distributed as received.

Ms. VanTiem than questioned the tax “set aside” fund and the amount of dollars that should be in that fund.

Ms. Brandon explained that this fund was established by the State to replace revenue sharing and that 1/3 of the county tax collection for three years are to be set aside by the County Treasurer. As no “set aside” was made for the 2004 tax collection, two years were “set-aside” from the 2005 collections. Ms. Brandon then pointed out that the 2007 budget shows the anticipated tax revenue with the “set-aside” shown as a transfer out. Ms. Brandon further explained that the total amount that is to be in the “set-aside” fund was obtained from the County Treasurer.

Ms. VanTiem then commented on the problems she has with receipt of grant monies and determining in which revenue line to place them in. The Treasurer asked that the Clerk’s office provide her with copies of approved grants and let her know when monies are expected.

Clerk Laura Flach noted that the Clerk’s Office often does not have copies of the grants, but that they are all approved by the Board and so noted in the minutes - perhaps the Treasurer could flag those items from the minutes and follow up on them when monies start arriving.

Ms. VanTiem noted that she did read the minutes, but it is her feeling that she should be given copies of everything in advance.

Commissioner Posey then questioned Ms. Brandon, as to if she felt comfortable with the budget in its current form.

Ms. Brandon explained that the budget is a joint effort between department heads and the Board. The budget was approved in its current form – but Ms. Brandon also noted that the Board had since the first of the year approved several large expenditures that were not budgeted for/ or over the budgeted amounts - thereby depleting their contingency fund.

Sheriff Shea commented that to continuously ask Ms. Brandon if she is comfortable with the budget is really unfair. The budget is put together with the best possible information and input by department heads at the time, but circumstances change over the course of a year. The Sheriff continued by noting that he did not anticipate \$3.00 a gallon gas, but that seems like it may be something he will have to deal with. It is really the responsibility of each Department Head to manage with the budget that they have been given.

County Clerk Laura Flach commented that it is evident that while some Commissioners with concerns have spent several hours with the Treasurer in seeking answers and solutions, not one person has approached her, her staff, nor Ms. Brandon, the Financial Coordinator, regarding these concerns. Mrs. Flach further pointed out that the County Budget is a joint effort of all Departments, with expenditures handled through the Clerk's office and revenues through the Treasurer's office. Mrs. Flach reiterated her invitation for any Commissioner who may have questions or concerns to please stop into her office at any time.

General discussion was had on various other budgetary items and procedures.

Meeting was adjourned at 2: 15 P.M.

Laura Flach, Clerk