

## Commissioner's Minutes of June 12, 2007

The Gladwin County Board of Commissioners met on Tuesday, June 12, 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 – there were no additions or corrections.

The minutes of the May 22, 2007 regular meeting and the June 5, 2007 special meeting were then considered. Motion by Commissioner Carl, seconded by Commissioner Hoag to approve the minutes.

**Commissioner Posey** questioned page 2 of the minutes regarding the Marti Miller matter being referred to committee, that it was her understanding that Commissioner Reid's motion negated the referral and that it should be stricken from the minutes.

**Commissioner Reid** commented that it was his understanding that the committee was going to address the matter even in light of his motion and if penalties and interest were to be waived – those adjustments would be made.

**Ms. Chavez, Board Secretary**, stated that she had been in phone contact with Ms. Miller and that she (Ms. Miller) was of the understanding that the County Affairs committee would be contacting her further regarding the matter.

**Commissioner Hargrave** noted that he would be contacting Ms. Miller today.

Vote on the motion –Ayes carried, motion passed.

**Treasurer Christy VanTiem** asked to comment on the minutes and continued by stating that she did not make the statement “just because Ms. Miller did not receive a statement—that is not an excuse”. The Treasurer contends that she only cited information from her attorney, and that the minutes make it look like her office was the cause of the problem.

**Clerk Laura Flach** replied that Ms. VanTiem did indeed state that “just because a person does not receive a tax billing, that that is not a valid excuse for not paying the tax” and further that the minutes do not say the error was in the Treasurers office – they only record that Ms. Miller stated “that the error was made in the Treasurer's office and Equalization.”

The semi-monthly Finance Report totaling \$ 108,645.64 was then considered. Motion by Commissioner Reid, seconded by Commissioner Rhode, to approve for payment as presented. Ayes carried, motion passed.

### **PUBLIC COMMENTS:**

*Jan Stewart commented on the upcoming FORGE paper drive and asked that each Commissioner take the flyer she presented them, to their respective districts.*

### **Chairman Whittington reported:**

- On notice of the Grand Opening of the City of Gladwin's Skate Park, scheduled for June 23<sup>rd</sup> from 1 – 2 p.m.

- On correspondence from the Michigan Assoc. of Counties in the form of a “thank you” for resolutions regarding State Budget Crisis.
- On donations to the Animal Shelter as a result of a class project by Robert VonSchmittou.
- On communication from Risk Management noting approval of the in-car camera system grant application.
- On receipt of the finance report for fiscal year 2006 for Region VII Area Agency on Aging.
- On receipt of the second quarter performance analysis and notes on cuts in State funding from Region VII Area Agency on Aging.
- On the Emergency Management Committee meeting and reviewed items addressed at that meeting.

**Lauren Essenmacher, Council on Aging**, came before the Board with her **2007-2008 proposed budget**. Ms. Essenmacher commented on the proposed 2-day meal site for the Grass Lake Area. It was also noted that mileage for home delivered meals had been raised to \$ .485 effective as of May 1<sup>st</sup>. Discussion. Motion by Commissioner Rhode, seconded by Commissioner Posey, to approve the proposed budget as presented. Ayes carried, motion passed.

**Auditors Mark Freed and Martin Lee**, Burnside and Lang P.C., came before the Board for the exit conference on the completed 2006 audit.

Mr. Freed reviewed various portions of the audit for the Board’s benefit, specifically noting that the County had experienced over a 1 million dollar increase in revenues in 2006 --over previous years. Mr. Freed stated that this was a healthy increase and the county is to be commended.

It was also noted by Mr. Freed, that the County does a good job with their budget reviews and making necessary budget adjustments through out the year, stating that this is an on-going job to keep up with timely adjustments for lines over expense or over revenue.

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

**Bob Moffit, Gladwin City Administrator**, gave an update to the Board regarding current City activities. Mr. Moffit noted that construction on Rite Aid and the Family Farm & Home is expected to be completed by fall and that both businesses hope to be open no later than Nov. 1<sup>st</sup>. Comment was also made on main street improvements and general painting and clean-up. Mr. Moffit thanked the Board for their agreement to

extend membership with E. C. Mi. P & D noting that the City benefits from that relationship with increased chances at Federal Funding for City and County projects and assistance with grant applications. Discussion was had with Mr. Moffit regarding various City recreation facilities and issues.

Commissioner Rhode then moved **to accept and approve the 2006 audit** as presented by Burnside & Lange. Motion seconded by Commissioner Carl. Ayes carried, motion passed.

**Commissioner Posey reported:**

- That on June 1<sup>st</sup> she attended the retirement for Dan Provost.
- On June 4<sup>th</sup> she attended the Grout Township Board Meeting and on various topics of discussion there.
- That on June 5<sup>th</sup> she attended the special Board meeting and the data committee meeting which followed.
- On the June 6<sup>th</sup> Insurance committee meeting regarding dental insurance coverage.
- That on June 11<sup>th</sup> she attended the Beaverton Township board meeting and mentioned topics of discussion there.

**Commissioner Hargrave reported:**

- On the May 29<sup>th</sup> Mental Health District meeting which was held in Gladwin.
- That on June 4<sup>th</sup> he had attended the public hearing held at Sage Township on the Chappel Dam Project.
- That on June 5<sup>th</sup> he attended the special Commissioner's meeting.
- On attending the June 8<sup>th</sup> Finance committee meeting.
- That there was not a quorum for the June 11<sup>th</sup> Veterans Affairs Committee meeting, so no official business could be conducted—but did report on various issues of concern to veterans.
- Regarding discussions had at the Finance committee meeting pertaining to the taping of board minutes and FOIA requirements. Commissioner Hargrave questioned if the matter could be referred to Co. Affairs committee to formulate policy regarding tape retention etc.

**Commissioner Hargrave** also questioned the “unapproved” minutes being made available to the public – noting that often “damage was done” before the Board could make corrections, and asked if “unapproved” minutes could be made available only to Commissioners, until they are actually approved.

**Commissioner Hoag reported:**

- That on June 6<sup>th</sup> he attended the insurance committee meeting.
- That on June 11<sup>th</sup> he attended the Tobacco Township meeting and commented on various township activities.
- On the June 5<sup>th</sup> Data committee meeting and the lengthy discussions had on various computer related issues. It is the committee recommendation to approve a contract amendment to allow Mr. Frei to contract for assistance. Any contracted assistant would not be a county employee; Mr. Frei would be responsible for any payroll taxes, but could bill cost back to the county of 10 hours per week at \$8.00 per hour. The data committee would regularly review how the program is working. Motion by Commissioner Hoag, seconded by Commissioner Posey, to approve the **Amendment to the 12<sup>th</sup> Clause of the Computer Services Agreement of December 21, 2004 with Robert Frei, allowing for “re-assignment” of services, billable at \$8.00 per hour up to 10 hours per week.** Ayes carried, motion passed.
- That the cell phone tower located at the corner of Knox and Long Roads in Tobacco Township should be functioning in 7 – 10 days.

**Commissioner Carl reported:**

- On attending “Lobby Day” on May 30<sup>th</sup> in Lansing, and discussions on HB 4780 and State budget issues.
- That he attended the June 4<sup>th</sup> Legislative Breakfast at Riverwalk with Congressman Stupak.
- On attending the June 4<sup>th</sup> Chappel Dam Project meeting at Sage Township.
- That he had attended the special board meeting on June 5<sup>th</sup>.
- That on June 6<sup>th</sup> he attended the Zoning Board meeting.
- That Butman Township is concerned with the costs of the maintenance fee for townships doing their own tax rolls, and would like Equalization and/or the Finance Committee to revisit these costs.

**Commissioner Reid reported:**

- That he also attended the June 4<sup>th</sup> meeting at Sage Township regarding Chappel Dam, noting that he felt the meeting went very well.
- that he had attended the June 5<sup>th</sup> special board meeting and the Data committee meeting that followed:

**Commissioner Rhode reported:**

- On attendance at the last 911 committee meeting and discussions that were had regarding the house numbering project.

- That on June 4<sup>th</sup> he attended the Gladwin City Council meeting.
- On June 5<sup>th</sup> he attended the fair board meeting.
- On the insurance committee meeting of June 6 and discussions regarding dental insurance carriers.
- That on June 6<sup>th</sup> he attended the emergency management meeting.
- On the June 8<sup>th</sup> finance committee meeting with the auditors for preliminary review of the 2006 audit.
- On matters before finance as follows:
  1. That **Kable Thurlow**, MSU Extension, has requested authorization to **attend the National Association of County Agricultural Agents annual meeting**. Registration is \$215.00 to be paid from 101-257-860.000, with lodging to be shared –not to exceed the County’s nightly allowable costs. Motion by Commissioner Rhode, seconded by Commissioner Carl, to allow attendance as requested. Ayes carried, motion passed.
  2. Treasurer VanTiem and Equalization Director Denise Hall have requested **budget transfer to accommodate tax bill supplies now being handled by the Treasurer Dept.** A new line to be established of 101-253-727.004 with transfer as follows:
 

101-225-727.02	\$5000.00
101-253-727.04	\$5000.00

 Motion by Commissioner Rhode, seconded by Commissioner Reid, to approve the new line and transfer as requested. Ayes carried, motion passed.

**Commissioner Rhode continued on matters before finance:**

3. Equalization Director Denise Hall has requested that **Karl Ockerman** be allowed to **attend the IAAO continuing education class June 25-29**. Total costs are \$425.00 for registration, plus meals and lodging. All unreimbursed expenses to be paid from 101-225-860.000. Motion by Commissioner Rhode, seconded by Commissioner Hargrave, to allow attendance as requested. Ayes carried, motion passed.
4. **Mary Hess, Prosecuting Attorney**, has requested that she be allowed to enter into a **contract with Maximus for preparation of her monthly reports and budget for her CRP grant**. If approved, it is requested that the Chairman be authorized to sign the contract and any amendments to the 2007 billings that may be needed. Motion by Commissioner Rhode, seconded by Commissioner Hargrave, to allow the contract with Maximus and signing by the Chair as requested. Ayes carried, motion passed.

5. The **Prosecuting Attorney Mary Hess** has requested that she be allowed **to hire a replacement for her Executive Secretary Jaime Hinman**, who will be leaving July 20, 2007. Miss Hess would like the new hire to be able to train with Ms. Himan for approximately 3 weeks before she leaves. Motion by Commissioner Rhode, seconded by Commissioner Hargrave, to grant request as presented. Ayes carried, motion passed.
6. **Mary Hess, Prosecuting Attorney**, also has requested authorization **to attend the PAAM annual conference July 25-28, 2007 on Mackinaw Island**. Registration fee of \$250.00 and the county maximum allowable costs for 3 nights lodging of \$300.00 will be paid from 101-229-860.000. Motion by Commissioner Rhode, seconded by Commissioner Hargrave, to allow attendance as requested. Ayes carried, motion passed.
7. That **Bev Przystas, MSU Extension**, has requested that **a portion of the 4-H agent wage line be transferred to a newly created line for her 4-H Project Assistant line**. Since the agents are being shared with Clare County, and wages are split 60/40 with MSU, there are funds available to approve the amendment within Ms. Przystas' department budget. Motion by Commissioner Rhode, seconded by Commissioner Carl, to authorize transfer as requested. Ayes carried, motion passed.

**Commissioner Rhode continued reporting on matters before finance:**

8. That in March the Board had authorized Financial Coordinator Laura Brandon to write for a **grant through MMRMA for a restricted access key system for the Courthouse**. Approval of the project has been granted with MMRMA to pay 25% of the cost, not to exceed \$1500.00. If the Board chooses to proceed with this project, costs would be paid from Capital Improvements 101-900-970.001 with the MMRMA portion to be shown as a budget amendment at project completion. Motion by Commissioner Rhode, seconded by Commissioner Posey, to proceed with the project using available grant funds. Ayes carried, motion passed.
9. That the **Annual MERS Conference** is to be held Sept. 18 – 209 in Kalamazoo. If the Board wished to send an **employee representative**, a motion is needed to allow the Clerk's Office to accept nominations, conduct an election, and register the individual. Registration fee of \$185.00 plus lodging will be paid from 101-101-860.000. Motion by Commissioner Rhode, seconded by Commissioner Hargrave, to allow for an employee representative as stated. Ayes carried, motion passed.
10. That **Sherry Augustine, Drain Commissioner**, has notified the Board of the **County Chappel Dam assessment costs totaling \$55,095.04**, noting that \$25,000 has been budgeted in the 2007 budget. Ms. Augustine has calculated interest of \$634.47 which will be paid with the balance owed from the 2008 budget (total of \$30,729.51 to be budgeted for 2008).

Commissioner Rhode moved to authorize payment of \$25,000 from line 101-445-935.000 as budgeted for 2007 and that the balance owed be budget for payment in the 2008 budget. Motion supported by Commissioner Reid. Ayes carried, motion passed.

11. That the **2007-2008 EMS Budget** was presented to committee and is ready for Board adoption. Motion by Commissioner Rhode, supported by Commissioner Reid, to adopt the 2007-2008 EMS Budget as presented. Ayes carried, motion passed.

## **PUBLIC COMMENTS**

*Karen Eighmy questioned Commissioner Hargrave's comments regarding distribution of "unapproved" minutes –if the public does not have access how can they question anything?*

*Undersheriff Hartwell informed the Board that MMRMA has approved an amount of \$4500.00 for an in-car camera project.*

*Treasurer Christy VanTiem commented on Butman Townships' purchase of supplies and asked if the committee could look into reimbursement costs. The Finance committee will meet with the Treasurer regarding the matter.*

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

Commissioner Hoag moved to adjourn, seconded by Commissioner Reid. Ayes carried, meeting adjourned at 11:10 a.m. until June 26, 2007 unless otherwise ordered.

Laura Flach  
Clerk

Terry Whittington  
Chairman