

Commissioner Minutes of April 13, 2010

The Gladwin County Board of Commissioners met in Regular Session April 13, 2010. The meeting was re-called to order at 9:00 a.m. by Chairman Whittington. The Pledge of Allegiance was recited. Roll call found all Commissioners present, except Commissioner Carl who had been excused.

Agenda – *no correction or additions.*

The **Regular minutes of March 23, 2010 and Special Minutes of April 1st and 5th** were then considered. *Motion by Commissioner Posey, supported by Commissioner Rhode, to approve the minutes as presented. Ayes carried, motion passed.*

The **cash balances** for the General Fund and the Judicial Management Fund were then read. *General Fund - \$116,307.70 231 Fund - \$45,238.99.*

The **semi-monthly Finance report totaling \$109,806.78** was then considered for payment. *Motion by Commissioner Rhode, supported by Commissioner Walters, to approve the bills for payment as presented. Ayes carried, motion passed.*

Public Comments –

Sandy Bonham, Gladwin County Master Gardeners, came before the Board to speak about the Community program that will be held in the Gladwin High School Cafeteria on Thursday March 22, 2010 at 7:00 p.m., noting that all are welcome to attend.

Correspondence from the Chairman –

- On receiving the **FOC Cooperative Reimbursement** contract from Maximus. *Motion by Commissioner Rhode, supported by Commissioner Reid, to allow the Chairman to sign the contract as presented. Ayes carried, motion passed.*
- On a letter of correspondence from MAC dated 4-7-10.
- On a letter received from Region VII Area on Aging.
- On the letter received from Gladwin Area Hospice.

Frank Starkweather, EDC Director, came before the Board requesting a **letter of support for grant application and a resolution in support of Economic Gardening project**. Discussion. *Motion by Commissioner Reid, supported by Commissioner Rhode, to allow the Chairman to sign the letter of support as presented. Ayes carried, motion passed. Motion by Commissioner Reid, supported by Commissioner Rhode, to adopt the resolution to allow Gladwin County to act as the official grant administrator for the Economic Gardening grant. Roll call vote as follows: Walters – yes, Carl – excused, Rhode – yes, Reid – yes, Posey – yes, Smith – yes, Whittington – yes. 6 yes, 1 excused. Ayes carried, resolution 2010-008 declared adopted.*

Don Ellena, United States Air Force – retired, came before the Board to give a presentation on **the plans for the restoration of the Veterans Honor Roll**. Mr. Ellena spoke about the project, funding, and showed a copy of the concept for the restoration.

At the end of the presentation Mr. Ellena requested the Board's permission to open the wall for restoration. *Motion by Commissioner Reid, supported by Commissioner Posey, to allow Mr. Ellena to proceed forward with the plans for restoration as presented.* Ayes carried, **motion passed.** Commissioner Walters thanked Don for his hard work and great presentation.

Sherry Augustine, Drain Commissioner, came before the Board with the **Annual Drain Report.** Ms. Augustine answered questions by the Board, and then thanked them for their time.

Committee Reports –

Commissioner Walters reported:

- On the Veterans meeting on the 23rd, and the passing of four County Veterans. James De Arman , Sherman Township – Vietnam, Timothy Stube, Tobacco – Vietnam, Russell Hardy, Beaverton City – WWII, Harold Martin, Billings Township – Vietnam. Commissioner Walters commented that Ms. Grant and volunteers have been very busy placing flags at the cemeteries for Memorial Day.
- On attending the Farm Show on the 23^d
- On the Mental Health meeting on the 30th in Mt. Pleasant, noting that Patty Duke will be giving a speech at CMU on mental illness.
- On attending the Sports Complex meeting on the 6th, commenting that “ball season” is beginning and sponsors are needed for the signs at the park.

Commissioner Smith reported on:

1. Attending the MSU Farm Show on March 23. Was very pleased to see the variety of exhibits and people. Will plan to spend more time next year.
2. Attending the Library Board meeting March 23. The genealogical research room will be utilizing more hours and those will be printed. Check the Record and postings in the Library itself.
3. The special Data meeting on March 26. Commissioner Posey will present results of that meeting. I found it most informative.
4. Attending the Special Board meeting on April 5. This dealt with the Energy Grant contracts. I would like to thank Commissioner Reid for all his work in this area.
5. The Data meeting April 6. Again, Commissioner Posey will present the results.
6. Attending the Park and Rec committee meeting on April 8, 2010. This was held earlier than scheduled to address issues raised by Building and Grounds concerning opening the Park.
 - a. The Park and Rec area is listed on the Gladwin County Website and has links to other interested organizations.
 - b. Mountain bike trails have been cleaned and raked with NO TREES BEING CUT. Brush across the trails was cleared away but NO trees were cut by anyone with the Trails or Park and Rec committees. Bridge crossings have been improved and added. Two hundred feet of bridge crossing across a wet area has been installed. The trail is now over 5 miles long.
 - c. The committee discussed at length the re-opening of the park and lodge. The committee recommends the lodge NOT be rented to the general public in 2010, but be available for activities approved by the Park and Rec Committee. For example, offer a fly tying seminar and the building would be used for the actual class. Cleanup would be the responsibility of the committee. Rick Ghent has volunteered to de-winterize the building and turn on the water at no cost to the county or to the committee.

- d. Since governmental entities carry insurance all volunteers who work with approval from those entities are covered by that insurance. This means that all volunteer laborers in the Park area are covered by county insurance.
- e. The USDA Grant request for a new grooming sled, a specific snowmobile to pull the groomer and a trailer to haul the equipment has made it through the first step and is now at the state level.
- f. The Park and Rec committee is asking for donations of 4 X 4 treated lumber to be used to construct additional bridges over wet areas. This bridge will additionally protect the environment.
- g. The county must be made aware that the property owner on the south side of the park is logging his property. Some trees have fallen across the fence and blocked trails. Rick Seebeck has cleared trees from the trail, BUT DID NOT CUT ANY TREES. Someone from the county needs to check out the possibility of violation of county property by the loggers.
- h. The committee granted permission to Rick Seebeck to place locked chains across two (2) trails to prevent their use by ORV's. The trail granting access to the river by ORV/and/or handicapped persons will not be blocked. These trails that have signage preventing snowmobile use, will add signage preventing ORV use.
- i. The committee is requesting a key to open and close the gate at the Park area beginning May 1, 2010. They have the schedule of people who will be opening and closing. This schedule is available from Rebecka Townsend and she is in charge of the key.
- j. The county must also be made aware of a driveway type trail cut into the property from the Lake Contos area. Mike Brubaker will notify Sheriff Shea of this property violation.
- k. The Mom-to-Mom sale will be held this coming Saturday at Gladwin High School.

*Commissioner Smith then made motion to re-open the Gladwin County Park and Recreation area under the general jurisdiction of the Park and Recreation Committee following the Building and Grounds recommendations. Motion supported by Commissioner Posey. Discussion on liability insurance for volunteers. Commissioner Reid inquired as to who was doing the scheduling, and if there would be a charge for events. Commissioner Smith stated that the Board's secretary and Ms. Townsend would be taking care of that, and there would be a minimum of \$10.00 as a use fee. Ayes carried, **motion passed.** Commissioner Whittington voting no.*

7. On Attending the Tobacco Township meeting on April 12.

Carol Brubaker, City-County Transit, came before the Board with a **contract adjustment for 2007-0211, Project #109457 in the amount of \$37,436.00.** *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow the Chairman to sign the contract amendment as presented. Ayes carried, **resolution 2010-007 declared adopted.***

Justin Schneider, Zoning Administrator, came before the Board with a **revised fee schedule for non-participating Townships.** Discussion. *Motion by Commissioner Rhode, supported by Commissioner Reid, to adopt the fee schedule effective today.* Discussion. Ayes carried, motion passed. Commissioner Whittington voted no. Mr. Schneider then stated that there is a training session in West Branch on April 18th for Zoning members. There is no fee for the course, only mileage. Motion by Commissioner Rhode, supported by Commissioner Posey, to allow for the attendance as requested. Ayes carried, **motion passed.**

Commissioner Posey reported:

- On the Special Data meeting on the 26th to review the proposal from CBI.

- On attending the MERIT program luncheon on the 31st, commenting that it was very informational.
- On the Special Board meeting on the 5th, noting that Commissioner Reid has done a great job with the Energy Grant.
- On attending the Grout Township meeting on the 5th.
- On the Data meeting held on April 6th. Michigan Office Systems will be coming to the next department head meeting to give a presentation.
- On attending the Finance meeting on the 9th.
- On the Beaverton Township meeting on the 12th.

Data Matters –

- Paul Smith will be working 10-2 each day to keep caught up on minor computer repairs.
- Commissioner Posey will be coming around to each office to get a list of unfinished I/T issues.
- The committee has drafted and circulated work requests for the I/T department. Completed work orders can be returned to the Board Secretary for the Data committee's review.

Commissioner Reid reported:

- On attending the Farm Show on the 23rd.
- On the EMCOG meeting on the 24th.
- On attending the Building and Grounds meeting on the 31st, noting that they discussed the Parks and Recreation request and a request from Friend of the Court for an air conditioning unit for \$7,200.00. Discussion. The committee also made a recommendation to have all the offices painted a white neutral paint with no wallpaper or border. Discussion. Motion by Commissioner Reid, supported by Commissioner Smith, to allow the Maintenance Department to proceed forward on the request to maintain a white neutral paint throughout the building. Ayes carried, motion passed.
- On the Special Board meeting held April 5th to open the Energy Grant bids. Three bids were submitted ranging between \$34,900 - \$153,000. Valley Electric was chosen to do the work at \$34,900.00.
- On attending the Gladwin City Council meeting with Commissioner Rhode on the 5th to discuss ORV updates. Maple Street will now be open to complete the ORV loop in the City.
- On attending the Land Bank and Airport meeting on the 8th.
- On the Hay Township meeting and the concern of blight, primarily old tires. Commissioner Reid has provided Tom Hinman from the City with a DNR grant to complete for tire removal.
- On attending an EMCOG meeting with Commissioner Rhode and the need to have the Chairman sign the Consumers Energy Incentive to hold open for 90 days. Motion by Commissioner Reid, supported by Commissioner Posey, to allow the Chairman to sign the paperwork as requested. Ayes carried, motion passed.

- That the Sheriff has assigned a trainer to perform ORV classes.

The Board then reviewed the **contract between Zeitz and the County for use of property**. Commissioner Reid stated there are corrections that need to be made to the contract. Wording needs to be changed from 1 million to 3 million for liability coverage, the dimensions of the used space needs to be measured, that item #4 needs to be corrected to state \$12.00/year for the lease amount, and the Zeitz's will be responsible for any tax increase to the property. Discussion. *Motion by Commissioner Reid, supported by Commissioner Smith, to allow the County to enter into the contract with Ms. Zeitz with the changes as outlined.* Ayes carried, **motion passed**.

Chairman Whittington then opened the **bids for the 2003 Crown Victoria** that was advertised for sale. Three bids opened as follows: Ryan Young - \$767.52, Leo Gary - \$510.00, Dan Stepaniak - \$530.00. *Motion by Commissioner Walters, supported by Commissioner Smith, to accept the bid for sale by Mr. Young for \$767.52.* Ayes carried, **motion passed**.

Mike Hargrave, Airport Manager, came before the Board with a **2009 update**. Mr. Hargrave reviewed for the Board members statistics and business activity. Discussion. The Board thanked Mr. Hargrave for his report and stated he was doing a fine job.

Commissioner Rhode reported:

- On attending the Central Michigan Health Finance meeting on the 23rd.
- On the Central Michigan Health meeting on the 24th.
- On the Uniform Addressing committee on the 25th, noting there was no quorum to perform business.
- On attending the Central Michigan Health Finance meeting on the 30th.
- On the Special meeting to open the bids for the Energy Grant.
- On conducting a Personnel meeting on the 5th to address the possible contract violation in the Equalization department. The committee found no violation, but noted that it was a communication problem.
- On attending the Gladwin City Council meeting.
- On the EMCOG meeting in Clare on the 12th.

Finance Matters –

1. Rick Ghent, Maintenance Supervisor, has requested permission to proceed with the **seal coating project for the County parking areas**. Total cost of **\$7886.00** to come from 101-265-935.000 if approved. Commissioner Reid noted that only the crack seal project was discussed in committee. Discussion. *Motion by Commissioner Rhode, supported by Commissioner Posey, to proceed with the project as outlined.* Commissioner Reid stated that the crack seal is the important part of the project and that the money could be saved on the rest of the project to be used toward something else. Commissioner Posey withdrew her support. **Motion died for lack of support.** *Commissioner Reid made motion to do only the crack seal portion of the project.* *Motion supported by Commissioner Smith.* Ayes carried, **motion passed**. Commissioner Rhode voting no.
2. Ray Hartwell, Undersheriff, has submitted **3 quotes for repair to a 2008 Crown Victoria involved in a car/deer accident** on April 3rd. High Caliber Auto Body - \$1,280.20 Grimmett's

Auto Body - \$1,287.20 Triple M Collision - \$1,195.74. Motion is needed to accept one of the quotes for repair. *Motion by Commissioner Rhode, supported by Commissioner Walters, to accept the bid of \$1195.74 from Triple M. Ayes carried, **motion passed.***

3. The Finance Committee addressed the **Coordinator position** as directed by the Board and has come up with two recommendations for the Board to consider for the budget process, and one recommendation for the handling of grant applications.

Budget Process 1) Separate Budget Committee 2) Handle the Budget by a Committee of the Whole.

Grant Application – Department Heads would be responsible for finding grants to suit their department needs. The request for grant application does not change; each request is still presented to the Board for their approval. Upon Board approval the Department Head, or it's designee, would write for approval of the grant. Upon completion of the grant, and funds received, the writer of the grant would receive 1.5% of the entire grant for their work. This would be a 1099 reimbursement. Payment would NOT be added to the base of the employee's salary, and would not be subject to fringe benefits.

Commissioner Reid commented that this is being done to save money. *Motion by Commissioner Posey, supported by Commissioner Smith, to establish a budget committee allowing for transition assistance by the Clerk. Ayes carried, **motion passed.*** Discussion. *Motion by Commissioner Rhode, supported by Commissioner Smith, to proceed with the Grant application process as outlined by the Finance committee. Ayes carried, **motion passed.***

4. Leo Gary, Emergency Management Director, has requested that he and Sheriff Shea be allowed to attend the **Homeland Security District meeting in Grand Rapids May 4-6th**. Total cost is \$650.00/person for the registration. There would also be 2 rooms for 2 nights. The entire cost is reimbursable by the State. *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow the individuals attend the conference as requested. Ayes carried, **motion passed.***
5. Darrell Schlese, Circuit Court Administrator, has requested the below **budget amendment** to allow for the purchase of office furniture.

231-148-705.0		\$565.00
231-900-970.148	\$565.00	
231-131-817.0		\$750.00
231-900-970.131	\$750.00	

*Motion by Commissioner Rhode, supported by Commissioner Walters, to approve the transfer as requested. Several Board members voiced concern over the purchases and that the Courts still need to request permission to purchase over \$500 even though they have their own fund. Discussion. 3 yes, 3 no. **Tie vote motion fails.***

6. Mike Brubaker, 911 Administrator, has requested to **create a line within his 280 Surcharge fund for IT services**. Mr. Brubaker is further requesting that billings paid from his 282 I/T line be transferred to the 280 fund to reflect payment, and spend down of funds. (approx. \$7,771.97) New line item – 280-000-802.000 I/T Support. *Motion by Commissioner Rhode, supported by Commissioner Smith, to allow for the establishment of the new line item, and to allow the Clerk and Treasurer to move the expenses as requested. Ayes carried, **motion passed.***

Laura Brandon-Maveal, Gladwin County Clerk, voiced concern over the Board not approving the budget amendment for the Courts. Ms. Brandon-Maveal stated that the furniture has been purchased, installed, and will need to be paid for, noting that the bills will be vouchered and line items will then reflect a negative balance. Ms. Brandon-Maveal asked that the Board reconsider the request of Mr. Schlese as it is pointless to

request of Department Heads to keep their budget in line, if when they foresee a transfer needed, their request is denied. Commissioner Reid stated that he would re-address the issue, but feels they should still request permission on purchases over \$500.00. Commissioner Posey noted that this is a flagrant disregard to the Board, but would reconsider it for the benefit of the Clerk and Treasurer. Commissioner Walters stated he doesn't have a problem with the transfer, but does not like to see transfers coming from wage lines. *Motion by Commissioner Reid, supported by Commissioner Posey, to reconsider the motion. Ayes carried, **motion passed.** Motion by Commissioner Reid, supported by Commissioner Smith, to allow the Clerk to make the budget amendment as requested by Mr. Schlese. Ayes carried, **motion passed.***

Christy VanTiem, County Treasurer, discussed with the Board the situation of **taking over a portion of the work done by the Equalization Data Clerk.** Ms. VanTiem stated that she had volunteered to take the work on a 30 day trial basis, but is now seeing that a part-time person will be needed to keep up on the maintenance work. Discussion. Chairman Whittington commented that the Board has a conference call scheduled for executive session at 11:00 a.m. and will continue to discuss this issue after executive session. Ms. VanTiem thanked the Board.

Chairman Whittington then recessed the meeting for five minutes at 10:55.

Meeting called back to order at 11:05 by Chairman Whittington.

*Motion by Commissioner Smith, supported by Commissioner Whittington, to go into executive session to handle ongoing litigation issues. Ayes carried, **motion passed.***

EXECUTIVE SESSION

*Motion by Commissioner Smith, supported by Commissioner Posey, to return to Regular Session. Ayes carried, **motion passed.***

REGULAR SESSION

*Motion by Commissioner Reid, supported by Commissioner Smith, to follow the recommendation of the attorney in the matter of Eaton vs. Gladwin County. Ayes carried, **motion passed.***

Public Comments –

Bob Frei, IT Director, commented that the **Parks and Recreation website** was up and running. The committee has pictures of activities held at the park for viewing. Discussion. Commissioner Smith stated there should be a request for photos on the website for individuals to submit. Mr. Frei will make sure that is done.

Chairman Whittington then turned the Board's attention back to the situation that the Treasurer had addressed before Executive Session. Chairman Whittington stated he

would like to see this situation put back into a committee. Commissioner Rhode stated that Personnel could meet on April 16th at 9:00 a.m. to address the matter. *Motion by Commissioner Reid to allow the Treasurer or Equalization Director to post for a part-time position upon the outcome of the personnel meeting.* Commissioner Whittington stated that the Equalization Director's wage stays the same, but yet she is doing less work, stating the work can be sent back to the Townships. Ms. VanTiem stated she is opposed to the work going back to the Townships, noting that she is responsible for sending out accurate tax billings. *Motion supported by Commissioner Posey.* Discussion. Ayes carried, **motion passed.** Ms. VanTiem thanked the Board for making the decision to move forward with the situation.

Commissioner Whittington then inquired about where the 211 call center is located. Commissioner Rhode commented that it is located in Midland.

Commissioner Whittington asked if the new ORV maps have been completed. Commissioner Reid stated they should be done this afternoon for distribution.

Commissioner Smith requested that the Board Secretary send e-mail notice to the board when she is leaving early for the day, or has the day off.

Motion by Commissioner Posey, supported by Commissioner Walters, to receive and file various reports and correspondence. Ayes carried, **motion passed.**

Motion by Commissioner Rhode, supported by Commissioner Smith, to recess the meeting at 11:50 a.m. until April 27, 2010 at 9:00 a.m. unless otherwise ordered. Ayes carried, **motion passed.**

Laura Brandon-Maveal, Clerk

Terry Whittington, Chairman