

Commissioner Minutes of December 22, 2009

The Gladwin County Board of Commissioners met in Regular Session December 22, 2009. The meeting was called to order at 9:00 a.m. by Chairman Whittington. The Pledge of Allegiance was recited. Roll call found all Commissioners present.

Agenda – *there were no corrections or additions.*

The **Regular minutes of December 8, 2009** were then considered. *Motion by Commissioner Smith, supported by Commissioner Carl, to approve the minutes with the corrections and additions. Ayes carried, motion passed.*

The **cash balances** for the General Fund and the Judicial Management Fund were then read. *General Fund - \$45,070.30 231 Fund - \$(34,848.48).*

The **semi-monthly Finance report totaling \$91,809.02** 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 – Christy VanTiem, County Treasurer, spoke on the need to **transfer funds into the 231 Judicial Management fund before December 31st**. *Motion by Commissioner Reid, supported by Commissioner Carl, to allow the transfer of needed funds to bring the 231 cash balances out of the “red”. Ayes carried, motion passed.*

Resolutions from Consideration –

The Board reviewed the **grant application for the Remonumentation program**. *Motion by Commissioner Reid, supported by Commissioner Posey, to approve the 2010 grant application as presented. Roll call vote as follows: Walters – yes, Carl – yes, Rhode – yes, Reid – yes, Posey – yes, Smith – yes, Whittington – yes. 7 yes, 0 no. Ayes carried, motion passed.*

A resolution honoring **Representative Gary McDowell form Northern Michigan Substance Abuse Services** was then considered by the Board. *Motion by Commissioner Carl, supported by Commissioner Smith, to support the resolution and send Mr. McDowell a letter of support from the Board. Roll call vote as follows: Carl – yes, Rhode – yes, Reid – yes, Posey – yes, Smith – yes, Whittington – yes. 7 yes, 0 no. Ayes carried, motion passed.*

Correspondence from the Chairman:

- Information received from 211.
- On the letter sent to AT&T.
- On the holiday newsletter sent from Area on Aging.
- On receiving the annual report from Risk Management.

Chairman Whittington then stated that Bob Whisler has resigned from the Planning Committee effective December 31st. If there are no objections from the Board, Fred Sisco will be appointed to fill his vacancy.

Dorothy McMahon has asked to be taken off the Northern Michigan Substance Abuse Services Board effective today. Chairman Whittington noted that Commissioner Smith has been appointed to take her place.

Sandra Walling, Zoning Administrator, came before the Board with an approval from the Planning Commission to **rezone a parcel owned by Layne Mercer from R-F to B-2**. The Board then reviewed the resolution for revision. *Motion by Commissioner Smith, supported by Commissioner Carl, to approve the re-zoning request as presented.* Roll call vote as follows: Rhode – yes, Reid – yes, Posey – yes, Smith – yes, Whittington – yes, Walters – yes, Carl – yes. 7 yes, 0 no. **Resolution 2009-37 declared adopted.** Mrs. Walling then asked the Board to consider a \$200.00 refund to an individual who did not utilize their permits. No action was taken.

Chairman Whittington then presented Bonnie House, Registrar of Deeds, with a Certificate of Appreciation from the Board on her dedicated years of service. Chairman Whittington thanked Bonnie for her time and told her she would be missed.

Gina Conrad, Gypsy Moth Coordinator, came before the Board with an **update to her spray areas**. Ms. Conrad stated that each Commissioner received a report, but only the Commissioners who had spray blocks in their areas received maps. Discussion. Commissioner Carl asked if the Townships would be receiving a copy of the spray information and report. Ms. Conrad stated that they would and she would be back before the Board with bids on the spray application in February.

Chairman Whittington then asked if there was a Commissioner interested in serving on the Health and Human Services Board with Commissioner Rhode. There was no interest spoken.

Committee Reports –

Commissioner Smith reported:

- That she attended the Tobacco Township meeting on 12-14-09, noting that they paid their \$3,000.00 share of the Uniform Addressing costs, and are looking forward to this being readily available.
- On attending the Library Board meeting on December 15th, noting the following.
 - a. The Board is recommending Judy Johnston to replace Dave Schwab and fulfill the term to expire in December 2012.
 - b. The Genealogical Society will be open more hours.
 - c. The new Children's Library will be open for use on January 4, 2010.
 - d. The District Library was honored to receive a check of \$5,000.00 from the Friends of the Library as their pledge to the District Library.
 - e. The District Library has adopted their 2010 budget.
- That she attended the Parks and Rec. committee meeting on December 17th, commenting on the following topics.
 - a. Grants are being pursued by Rick Seebeck.

- b. Rebekah Townsend was given permission to set up a Facebook page for the Parks and Rec. to further advertise the facilities.
- c. Question was asked if Gladwin County Board of Commissioners have joined the Gladwin County Chamber of Commerce. If so, the Parks and Rec. committee would like to be a sub-partner of the Chamber for publicity advantages. The Board noted that they were and their dues have been paid for the year.
- d. Had an interesting presentation from the director of Clare County's parks and recreation, commenting that they received some good ideas.

Commissioner Smith then asked the **Rebekah Townsend be reimbursed for the advertising in the Chamber of Commerce publication**, stating that she had given Rebekah permission to pay for the advertising because of time limit restraints.

Discussion. *Motion by Commissioner Smith, supported by Commissioner Walters, to reimburse Rebekah Townsend for the advertising cost from line item 208-000-727.000.*

Commissioner Whittington stated that he is not in favor of this process because no committee has the "authority to spend money", only to being recommendations back to the Board for vote. Commissioner Smith again noted the deadline for the advertisement and the need to allow Ms. Townsend to place the ad. Commissioner Rhode commented that he also has a problem, and would caution the committee before further advertising, noting that he has been told it can't be done. Ayes carried, **motion passed**.

Commissioners Whittington and Rhode voting no.

Commissioner Smith continued reporting:

- On attending the Beaverton City meeting on the 21st, commenting that the work on the dam has been completed and the lake is filling nicely.

Commissioner Posey reported:

- On attending the Beaverton Township meeting on the 14th, noting that the Zoning agreement was reviewed and approved. The Township Board also discussed their budget restraints for 2010 road work.

Commissioner Walters reported:

- That he has been out of town working, but has been in contact with his Township Supervisors and updates had been given.
- On Veteran Affairs matters and the deaths of two County Veterans: John Kauzlarich, Korean Veteran, Tobacco Township and Keith Freel, WWII Veteran, Gladwin City. The committee also looked at how to handle the addition of names to the memorial. Commissioner Walters stated that he will bring information back to the next meeting.

Commissioner Carl reported:

- On attending the Bourret Township meeting on the 8th.
- On the Clement Township meeting on the 9th, noting that it was cancelled due to the snow storm and rescheduled for the 16th.
- On attending the Butman Township meeting on the 10th.
- On attending Bonnie's retirement party on the 11th.
- On the Gladwin Township meeting on the 16th.

- On attending the Central Michigan District Health Department.
- On the Building & Grounds meeting on the 17th.
- On attending the Personnel meeting on the 21st.

Commissioner Reid reported:

- On the Airport meeting on the 10th, commenting on a loan from the City for their tractor and a grant application for a snow plow truck.
- On attending the Hay Township meeting on the 10th, noting the remodeling on the hall is coming along well.
- On the Secord Township meeting on the 16th.
- On attending the Building and Grounds and Public Safety meetings on the 17th.

Building & Grounds matters:

- There was a discussion of vehicle use between the Sheriff, Undersheriff, Rick Ghent and Leo Gary. This matter was referred to Personnel for a recommendation.
- There is a heating coil that will be replaced in Circuit Court.
- The issue in Probate Court office is not mold, but condensation from the pipes. This matter is being worked on and should be resolved soon.
- The Emergency Management Director has asked to be moved into the Zoning office after the first of the year.

Public Safety matters:

- The Sheriff has been awarded a \$1,500.00 ORV Education Grant from the State of Michigan. The dates and locations of the classes are being established.
- The committee discussed the need to have the front part of the driveway plowed at the Parks and Rec area. The Public Safety committee is asking that the Parks and Rec committee review the matter.

Commissioner Rhode reported:

- On attending the Central Michigan Health Finance meeting in Mt. Pleasant on the 9th.
- On Bonnie's party held on the 11th.
- On the Health and Human Services meeting on the 15th, noting that updated 211 information was received. Commissioner Walters commented on residents calling, but not receiving assistance. Commissioner Rhode commented that services have been added and updates made to correct the issue.
- On attending the Central Michigan Health Board meeting on the 16th.
- On the Uniform Addressing committee on the 17th.
- On attending the Finance meeting on the 18th.
- On the Personnel/Finance meeting on the 21st.

Personnel Matters –

- The Insurance committee held a meeting with the Courts to discuss insurance options.
- Attorney Stoker looked into County vehicles being driven home by employees, and he felt that it was not necessary for “emergency purposes”.

- On Zoning matters, noting that the Board needs to take action to exclude Grim Township from County Zoning and establish an “un-zoned district”. Discussion. Mrs. Walling stated that the Planning Commission can review the matter and make a recommendation to the Board.
- On discussion to **combine the Construction Codes department with Zoning**. Cost figures were reviewed. The proposal by Justin Schneider, Building Official, was stated as follows: 1.) Post for a Clerk position to be union scale for 9 full time months and 3 part time months. 2.) The Building Official will be put to 40 hours/week. 3.) There will be additional funds (\$5,000) added to the part time building inspector budget line for use. This transition will begin January 4, 2010 with completion by January 18, 2010. *Motion by Commissioner Rhode, supported by Commissioner Reid, to allow for the proposal to be implemented and that Mr. Schneider be allowed to post the Clerk’s position effective today.* Ayes carried, **motion passed**.
- On discussion for the 2010 budget year and duties that would need to be performed. The committee came up with the following ideas for the Board to review: 1.) Hire a Controller or Administrator with a \$100,000 budget. 2.) Establish a sub-committee of three department heads to work with the budget committee. 3.) Establish a budget committee separate from the finance committee to handle all matters. 4.) That all duties be given to a department head, which shows interest, with an increase to their salary. Commissioner Reid commented that the County is not in a position to hire anyone and that the Clerk and Treasurer need to be more involved throughout the entire budget process. Commissioner Whittington noted that he would like to have something in place by the first of the year. Discussion. Commissioner Reid discussed the options of combining the Clerk and Register of Deeds positions and the Treasurer and Equalization departments. Discussion. No action taken. The Board will review the options and discuss at the first meeting in January. The Clerk noted that the organizational meeting will be held January 4th at 9:00 a.m. and that the Board policies be reviewed with options to change before they are adopted. Commissioner Whittington stated that Commissioner Carl would be on Finance January and February 2010.

Commissioner Rhode continued to report:

- That there will be an additional Finance meeting on the 30th to pay any 2009 bills that are outstanding.

Finance Matters –

1. Justin Schneider, Building Official, has requested the below listed fee changes to begin January 1, 2010.

Demolition fees	\$75.00
Open Deck Permit	\$75.00
Deck Permit	\$100.00
Building Permits increase	\$0.01/square foot.

Motion by Commissioner Rhode, supported by Commissioner Walters, to approve the fee increases as requested. Ayes carried, motion passed.

2. For the Board’s consideration, the Finance committee has reviewed the option of purchasing a new truck for construction codes (quotes included in your Board packet) and a patrol vehicle for

the Sheriff's Department (\$20,358.00) from the 2009 budget. If the purchases are approved, the budget amendments have been provided for in the semi-annual budget transfers. *Motion by Commissioner Rhode, supported by Commissioner Whittington, to approve the purchase of both vehicles as outlined.* Commissioner Reid asked that the vehicles be voted on separately. Commissioner **Rhode withdrew his motion.** *Motion by Commissioner Rhode, supported by Commissioner Whittington, to purchase the vehicle for Construction Codes.* Discussion. Commissioner Reid commented that this is not the right time to be making this purchase with the two offices being combined and inspections being done at the same time. Roll call vote as follows: Reid – no, Posey – no, Smith – no, Whittington – yes, Walters – no, Carl – no, Rhode – yes. 2 yes, 5 no, **motion fails.** *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow for the purchase of a patrol vehicle.* Discussion on grant funds for the purchase. Roll call vote as follows: Posey – no, Smith – yes, Whittington – yes, Walters – yes, Carl – yes, Rhode – yes, Reid – yes. 6 yes, 1 no. Ayes carried, **motion passed.** Commissioner Smith noted that she voted yes only contingent on the Sheriff explore USDA funding on future purchases. Justin Schneider spoke on the need for a truck for his department and the Board responding the same each time, "that it is not the right time". Mr. Schneider asked if the Board could tell him when it would be a good time for the purchase of a new vehicle. Commissioner Rhode stated that the Board is "spending dollars to save nickels" and they just passed up an opportunity to buy a \$30,000 truck for \$14,000.

3. Attached are the semi-annual budget amendments for the 2nd half of 2009. Motion by Commissioner Rhode, supported by Commissioner Carl, to allow the Clerk to post the amendments before 12-31-2009, excluding the amendment for the Construction Codes vehicle. Ayes carried, motion passed.
4. Ray Hartwell, Undersheriff, has submitted **3 quotes on the car/deer accident on the 2009 patrol vehicle.** Triple M - \$1915.68 Grimmetts - \$1746.20 High Caliber - \$1705.46. *Motion by Commissioner Rhode, supported by Commissioner Smith, to award the repair to High Caliber for \$1,705.46.* Ayes carried, **motion passed.**
5. An **ORV Safety Education Grant** has been awarded to the County by the State of Michigan in the amount of \$1500.00. A motion is needed to allow the Clerk and Treasurer to establish the following:
 - Two Revenue Lines for the receipting of Grant funds and Student Revenue.
 - Three Expense lines – Wage, Fringe and Supplies within the 295 Fund.*Motion by Commissioner Rhode, supported by Commissioner Reid, to allow the line items to be established within the 295 fund.* Ayes carried, **motion passed.**
6. Because of **shortages in the 422 department** (911) there needs to be an increase to 101-000-699.216 **for \$31,756.00** – Appropriation to General Fund from 911 Millage to offset the corrective actions in the Budget Amendments for the Overtime and Fringe lines. *Motion by Commissioner Rhode, supported by Commissioner Carl, to allow the Treasurer to increase the appropriation line from the 216 fund to General Fund for 911 expense purposes.* Ayes carried, **motion passed.**
7. There will be an additional Finance meeting on December 30, 2009 at 3:00 p.m. for the purpose of payment of any outstanding 2009 bills. Bills are due to the Clerk's office by noon on Tuesday the 29th.
8. The **zoning billings** in the amount of \$3,500.00 need to be sent out to the Townships. The Townships will have the option on which month to pay the fee to the County based on their financial structure. *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow the Secretary to send the letters out to the Townships as directed.* Ayes carried, **motion passed.**

Public Comments –

Rick Ghent, Maintenance Supervisor, asked direction of the Board in regards to the use of the County vehicle. Mr. Ghent stated that he would be unloading all of his tools, park the truck, hire a contractor for tools he does not have to do the job, or purchase new tools as needed at the County's expense. The Board gave Mr. Ghent no direction.

Commissioner Reid commented on the hours spent balancing the budget and that he still has concern of the accountability of the employees of the County. *Motion by Commissioner Reid, supported by Commissioner Smith, to spend up to \$5,000.00 from the 2009 budget for the purchase and installation of time clocks for all employees, excluding the Elected Officials, and further, that the Personnel committee work with the County Clerk to implement a policy for use and exception of use for such time clocks.* This purchase will be paid from Commissioner Miscellaneous if approved. Several Department Heads spoke in opposition of the purchase. Discussion. Roll call vote as follows: Smith – yes, Whittington – no, Walters – yes, Carl – yes, Rhode – no, Reid – yes, Posey – yes. 5 yes, 2 no. Ayes carried, **motion passed.**

Commissioner Reid then commented on the interest of County employees that sit through Board meetings to review Board actions unless invited by the Board or on the agenda. Commissioner Reid stated that any other resident that wants to sit through Board meetings would have to use vacation or personnel time, noting that Department Heads should not be spending County hours sitting through Board meetings. Commissioner Whittington commented that in some instances it is not the Board's decision on who sits through a Board meeting. Sheriff Shea spoke on why he attended the meetings. Discussion.

Commissioner Walters then thanked Bonnie House for her many years of service to the County.

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

Motion by Commissioner Walters, supported by Commissioner Reid, to adjourn. Ayes carried, **meeting adjourned at 10:40 a.m. until January 4, 2010, unless otherwise ordered.**

Laura Brandon-Maveal, Clerk

Terry Whittington, Chairman