

## Commissioner Minutes of December 22, 2015

*The Gladwin County Board of Commissioners met in Regular Session on Tuesday, December 22, 2015. The meeting was called to order at 8:30 a.m. by Chairman Walters for the purpose of a public hearing for adoption of the 2016 General and Special funds. The Pledge of Allegiance was recited.*

*Commissioner Birgel spoke on the budget process, noting that the budget that was reached was not exactly what everyone wanted, but it is a workable budget. Discussion on the adjustment of revenue lines that were figured on the prior three years of collection. Commissioner Walters inquired on the increase to the swamp tax revenue. Treasurer VanTiem stated that the increase was statewide, but is waiting for an explanation from the State. Commissioner Smith asked if this budget included figures for layoffs, or if it supported the current staffing levels. Commissioner Birgel stated that no layoffs are included in the budget, but all expenses will need to be monitored extensively. Chairman Walters stated his concern to operate payroll for the year without layoffs. Commissioner Birgel gave examples of what budget cuts were done in order to balance the budget. Discussion.*

*The Board then spoke on the Headlee Restoration millage and the need to have employees speak positively on the issue and understand the importance of it passing. Negative messages by employees will impact the passing of the millage that is desperately needed. Commissioner Birgel explained the purpose of headlee and the Board's options to adjust taxes in millage funds that have been over collected. Discussion.*

*Motion by Commissioner Hinman, supported by Commissioner Birgel, to adopt the General and Special Fund budgets for 2016 as presented. Roll call vote as follows: Hinman – yes, Walters – yes, Aultman – excused, Smith – yes, Birgel –yes. 4 yes, 1 excused. Ayes carried, **motion passed.***

*Motion by Commissioner Hinman, supported by Commissioner Smith, to close the public hearing until the regular Board meeting begins at 9:00 a.m. Ayes carried, **meeting closed at 8:54 p.m.***

*The Gladwin County Board of Commissioners met in Regular Session on Tuesday, December 22, 2015. The meeting was called to order by Chairman Walters. The Pledge of Allegiance was recited and a short prayer was given. Roll call found all Commissioners present, except Commissioner Aultman who had been excused.*

*Discussion on the change from resolution to amendment on the consent agenda. Motion by Commissioner Smith, supported by Commissioner Hinman, to proceed with the consent agenda as corrected. Ayes carried, **motion passed.***

**Public Comments:** none at this time.

*The cash balances were then read by Commissioner Birgel. General Fund – \$837,330.99. The advance from Unallocated has been repaid.*

*Bill Borushko, came before the Board with the ratification of six union contracts that included: POAM – Deputy and Dispatcher groups. UAW 1974 – Units 6 & 7. POLC – Command.*

GELC – Corrections. All agreements have been ratified by the respective union groups with 2% raises and changes to retiree health care that will be a savings to the County now and additional savings moving forward. Mr. Borushko thanked the local representatives and their agents for getting the contracts settled and Commissioners Birgel and Hinman for their assistance in negotiations. Discussion. *Motion by Commissioner Smith, supported by Commissioner Birgel, to accept the ratified agreements as discussed.* Roll call vote as follows: Walters - yes, Aultman – excused, Smith – yes, Birgel –yes, Hinman –yes. 4 yes, 1 excused. Ayes carried, **motion passed.** Commissioner Birgel then asked the Board to refer to the proposed amendment “P” to the personnel policy regarding part time employees. Discussion on the contract language change within the Corrections Union to make the part time employees comparable pay to the full time employees. This amendment to the policy would pay the part time employee the starting wage (80%) of a full time union employee who handles comparable job duties. The part time employee is not entitled to the same steps of the union employee, but their wages (80% of full time) would change each time the comparable position received a raise. The language reads as follows: “Amendment to part-time employment. Make the part-time employees beginning wage equal to the starting rate of pay for the full time employee in the same job classification. This is to begin with the first pay of January 2016.” *Motion by Commissioner Birgel, supported by Commissioner Smith, to add proposed Appendix P to the Personnel Policy.* Ayes carried, **motion passed.** Further discussion identified the following as individuals who would be entitled to the increase: Board Secretary, Deputy Drain Commissioner and Court Security Officers. Discussion. The Board will need to provide the Clerk with the position that is due an increase, the comparable job classification and rate of pay for the 2016 payroll.

Commissioner Birgel discussed the option to offer the employees a 457 plan through MERS. Discussion. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to allow the Chairman to sign the resolution and to structure the plan design as required in the contract documents.* Roll call vote as follows: Aultman – excused, Smith –yes, Birgel – yes, Hinman – yes, Walters -yes. 4 yes, 1 excused. Ayes carried, **resolution 2015-029 declared adopted.**

#### **Finance Matters – Commissioner Birgel:**

1. Jim Maveal, Animal Control Officer, has requested payout of 33 hours of unused vacation time per his Unit #7 contract. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the Clerk to process this request on his anniversary date of 1-1-2016.* Ayes carried, **motion passed.**
2. The 2014 Cost Allocation Plan has been completed by Maximus. The Clerk has signed the Certification for submission to the State and a copy of the report has been provided to the Board for their review. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to accept the Cost Allocation Plan as certified.* Ayes carried, **motion passed.**
3. Shari Spoelman, MSU, has submitted a 2015 budget amendment to allow for Master Gardener Coordination. \$148.00 to be moved from Wages to MOA/Contractual. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow for the budget amendment as outlined.* Ayes carried, **motion passed.**
4. The MOA has been drafted for the 2016 MSU program. Discussion. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow the Chairman to sign the agreement as drafted.* Ayes carried, **motion passed.**
5. Sheriff Shea has made a request to send Deputy Goss to 2016 Truck Traffic Enforcement Seminar at Delta College. The total registration cost of \$250.00 to be paid from 101-301-804.000 once approved. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow for the training as outlined.* Ayes carried, **motion passed.**
6. The Sheriff has priced fire extinguishers for his department in the amount of \$450.00. Once approved this purchase will be paid from 101-301-932.000 with captured grant funding. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to allow the Sheriff to make the purchase as requested.* Ayes carried, **motion passed.**
7. The LPT has identified the “Net Motion Software” project for grant funding. The quotes for the project were reviewed as follows: IT Right - \$3940.00 for installation and CDW-G in the amount of

\$6197.94 for the software. *Motion by Commissioner Birgel, supported by Commissioner Smith, to allow for the grant purchase as discussed. Ayes carried, **motion passed.***

8. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to allow the Clerk and Treasurer to handle the 2<sup>nd</sup> half budget amendments for 2015 on December 30<sup>th</sup>. Ayes carried, **motion passed.***
9. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to allow the Clerk and Treasurer to hold the 2015 books open for accrual purposes until February 29, 2016. Ayes carried, **motion passed.***
10. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to have the Clerk update the 2016 salary schedule and amend the 2016 budget to reflect the 5 day work week for the Courthouse employees and the raises given through union contract. Ayes carried, **motion passed.***

Bob Evans, Drain Commissioner, spoke on the outstanding bill for the FEMA project and asked that the Board “front” the balance of the funds that have not been collected from the Townships to pay the bill in full. Discussion. *Motion by Commissioner Smith, supported by Commissioner Hinman, to allow the Treasurer to pay only the amount collected year to date from the Townships and that the balance due be paid to Boyce once collected. Ayes carried, **motion passed.***

### **Commissioner Reports by District –**

#### **Commissioner Hinman reported:**

- That it has been a quiet month.
- On attending the Sherman and Gladwin Township meetings, noting business is going well in both Townships.

#### **Commissioner Smith reported:**

- On attending the Tobacco Township meeting on December 14<sup>th</sup> where there was discussion on the 2016 improvements to Knox Road.
- That she attended the HSCB meeting on December 15<sup>th</sup>. The “mock interviews” through MSU will be held on March 11<sup>th</sup> at the new MMCC campus in Mt. Pleasant.
- On the District Library Board meeting where a public hearing will be held on December 29<sup>th</sup> to adopt their budget. A report of patron use and usage counts was read for the Board.
- On attending the Buckeye Township meeting on December 16<sup>th</sup>, noting conversation of the M-30 alternative route.
- That she has a great time visiting with personnel from the Courthouse at the Christmas Party. She also appreciated the invitation to the Airport Christmas Party on the 17<sup>th</sup>, commenting that the food was delicious.
- That she would like to wish everyone a Merry Christmas and a Happy New Year.

#### **Commissioner Birgel reported:**

- That he participated in Mediation with Unit 6.
- On attending the Airport meeting where it was discussed that Ogemaw County needs two individuals appointed to sit on their committee from Bourret and Clement Townships.
- On finalizing the contracts for the Deputies and the Dispatchers.
- That he attended the Beaverton Township meeting last night where he discussed the Headlee proposal. Commissioner Birgel discussed an email he received, noting he is willing to discuss the needs for the Headlee millage and present facts as to why the County needs the millage to pass. Discussion.

**Comments from the Chairman:**

- On his appreciation for the Emergency Management Director and the grant she is securing for AED purchasing. Discussion on the generator for the tower and for acquiring vehicles through N-Bridge. Ms. Hill spoke on the purchase of a used generator vs. a new and the smoke detector program through the Red Cross.
- On attending the Gladwin City meeting, where all is going well.
- That he attended the EDC meeting, noting the need to replace Bill Rhode as a member at the first of the year.
- On the Recreation Trail meeting on December 17<sup>th</sup>.
- On attending Finance on the 18<sup>th</sup>.
- That the Board will need to meet in January to make a decision on the indirect costs for the MSU department.

**Public Comments:** *none at this time*

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

*Motion by Commissioner Hinman, supported by Commissioner Smith, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 9:55 a.m. until the Organizational Meeting on January 4, 2016 at 9:00 a.m.*

---

Laura Brandon-Maveal  
County Clerk

---

Terry Walters  
Chairman