

**MINUTES OF THE CLARE COUNTY  
BOARD OF COMMISSIONERS**

Harrison, Michigan 48625  
February 18, 2015

3/4/15  
Unapproved Minutes  
Page One

Meeting was called to Order at 9:00 a.m. by Chairperson Jack Kleinhardt

**PLEDGE OF ALLEGIANCE**

**Present:** Commissioner Donald David, Commissioner Jim Gelios, Commissioner Jack Kleinhardt, Commissioner Karen Lipovsky, Commissioner Dale Majewski, Commissioner Samantha Pitchford and Commissioner Leonard Strouse.

**Absent:** NONE

**Others Present, Signing In:** NONE

**APPROVAL OF AGENDA**

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve the agenda with changes as noted below. Motion carried.

Add: Under Justice, Return of Vehicle to Garfield Township Fire Department  
Add: Under Finance and Administration, Budget Adjustments #15-56, #15-57 & 15-58  
Add: Unfinished Business, Discussion on Health Department Refund  
Add: Under Health and Human Services, Clare County Child Care Fund Discussion

**APPROVAL OF MINUTES**

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to approve the minutes of the February 4, 2015, Board Meeting as presented. Motion carried.

**GENERAL PUBLIC COMMENT**

Michelle Neff, MSUE appeared to update Board members about things that are happening within the department. She noted that they will be hosting a Mock Interview Day on March 13<sup>th</sup> and they are looking for individuals willing to assist with the interviews. She noted that this project has been taking place annually for a number of years now where area students are interviewed by a professional providing students a "hands-on" opportunity to participate and learn so that they are more comfortable when interviewing for real jobs. Shari Spoelman also reporting for MSU stated that they have a job opening as Sharon Jeffery has now retired.

**COMMUNICATIONS LIST**

County Road Commission – 2014 Fiscal Year Annual Financial Report

**ADMINISTRATOR'S REPORT**

Administrator Tracy Byard reported that

- April is National County Month and she inquired about the county doing a resolution as they have in the past
- March 30<sup>th</sup> is the Michigan Association of Counties Conference in Lansing
- Health Fair is April 18<sup>th</sup> in Farwell
- She will not be at the next BOC meeting as she will be at the MMRMA workshop on that date
- The RFP for the HVAC system is out and on the website

**SPECIAL PRESENTATION**

Ruane Hicks, Animal Control Director introduced Bob Dodson as the newly hired animal control officer. She also provided an update of the department noting that donations of \$6,840.00 were received this last quarter as compared to \$2,532.00 from this previous period and reported that the department received a grant of \$9,700.00. She also reported an adoption rate of 65% last year with an adoption rate this year of 80%.

**JUSTICE**

Michigan State Police Emergency Management and Homeland Security Division Report of Review of Local Emergency Operations Plan was provided for information purposes.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Karen Lipovsky, to approve the request of the Sheriff's Department to return to Garfield Township Fire Department a 1988 Chevy vehicle (Vin #1GBG7D1G2JV113177) originally donated for the dive team and no longer used. Motion carried.

**HEALTH AND HUMAN SERVICES**

Treasurer Jenny Beemer-Fritzing distributed a copy of an email received from Timothy Hoover, DHS relevant to payments for the DHS sub-account for abuse and neglect cases. The message explained the current process and options for proposed change to the process. One option suggested would be to have Clare County take over the payment and accounting of the County Child Care Fund. It was identified that 176 checks were distributed in the previous year. Discussion followed. Further review and information is needed. A decision is requested by the end of March.

**PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT**

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to approve Resolutions #15-05, #15-06, #15-07 and #15-08 noted below:

- #15-05 Resolution of Intent to Apply for Financial Assistance for FY 2016 Under Act 51 of the Public Acts of 1951, as Amended
- #15-06 Authorization to Execute Contracts of \$968,000 or less with MDPT for Passenger Transportation Related Services
- #15-07 Resolution Authorizing Adoption and Ratification of Contract Clauses Certification with MDOT
- #15-08 Resolution Authorizing Adoption and Ratification of Public Act 51 to Maintain Accessibility Plan with the Michigan Department of Transportation

Roll call vote revealed:

Yeas: (7) being Commissioners Pitchford, Lipovsky, Strouse, Gelios, Majewski, David and Kleinhardt

Nays: (0)

Absent: (0)

Resolutions adopted.

**FINANCE AND ADMINISTRATION**

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve the Statutory Finance Committee Meeting Minutes of February 3, 2015 in the amount of \$67,694.20. Motion carried.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Leonard Strouse, to approve the expenditures for the month of January 2015 in the amount of \$1,925,936.06 with the General Fund expenditures totaling \$1,151,827.21. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Karen Lipovsky, to approve Budget Adjustments #15-55, #15-56, #15-57 and #15-58 in the amount of \$108,330.17, \$359.68, \$25,000.00 and \$170.00. Motion carried.

**CLERK'S REPORT**

Clerk Pamela Mayfield provided the special voter registration drive dates being coordinated with the Clare County Transit. Dates are set for February 25<sup>th</sup> and March 25<sup>th</sup> and on those days the CCT will provide free transportation to and from the Transit facility. Times are set from 10:00 a.m. – 2:00 p.m.

**TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzinger reported that there is a Senate Bill #SB17 that will adversely impact the county. She asked that those present review the bill and contact the legislators.

**COMMISSIONER REPORTS**

Commissioners attended their usual meetings with Commissioner Pitchford reporting that Surrey Township recently voted to invest in road upgrades.

**PUBLIC COMMENT: NONE**

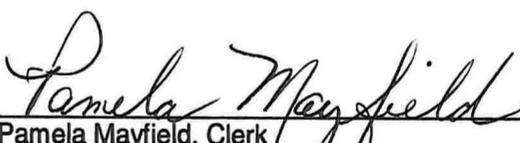
**UNFINISHED BUSINESS**

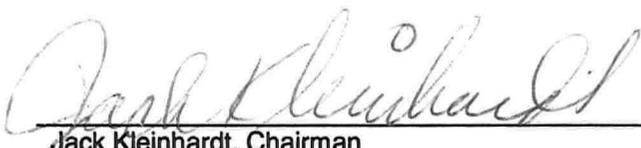
The discussion concerning the health department request for a reimbursement of \$4637.38 continued from the previous meeting. A copy of the ten year contract was reviewed and reference made to the written emails. It was determined to get a complete assessment of damages and costs for repairs before this would be discussed further. The refund request was for \$4637.38. It was also noted that there is an outstanding amount due for Broadband.

**NEW BUSINESS**

A discussion ensued relevant to per diem payment allowances for meetings attended. It was noted that if a commissioner sits on any committee and is not paid by the agency, then the county will pay the Commissioner the per diem fee presently set at \$25 per session. Commissioner David indicated that this is not properly reflected in the Board Rules recently passed. Administrator Byard indicated that the rules will be reviewed and revised to reflect this change.

Meeting adjourned at 10:46 a.m.

  
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 Pamela Mayfield, Clerk  
 Clare County Board of Commissioners

  
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 Jack Kleinhardt, Chairman  
 Clare County Board of Commissioners