

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

Harrison, Michigan 48625  
July 15, 2015

8/14/15  
UnApproved Minutes  
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Meeting was called to Order at 9:00 a.m.

**PLEDGE OF ALLEGIANCE**

**Present** Commissioners: District 1: Dale Majewski, District 2: Samantha Pitchford, District 3: Leonard Strouse, District 4: Jack Kleinhardt, District 5: Donald David, District 6: Karen Lipovsky, District 7: Jim Gelios

**Absent:** None

**Others Present, Signing In:** Lynn Grim

**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 Finance & Administration, Discussion of One Meeting a Month

Add: Under Physical Resources, Request of Community Development, Building and Electrical to purchase a vehicle

Add: Under Special Presentation, Mark Fitzpatrick – County Building duct work discussion

**APPROVAL OF MINUTES**

It was moved by Commissioner Dale Majewski, seconded by Commissioner Leonard Strouse, to approve the minutes of the July 1, 2015, Board Meeting as presented. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to approve the minutes of the July 8, 2015 special budget meeting. Motion carried.

**GENERAL PUBLIC COMMENT-NONE**

**COMMUNICATIONS LIST**

Clare County Farm Bureau-Invitation to "Family Fun on the Farm Day" on August 15, 2015 at the Kitty Kurtis Farm.

**ADMINISTRATOR'S REPORT**

Administrator Tracy Byard noted that she did not have much to report as she has been focused on 2016 budget work.

**SPECIAL PRESENTATION**

Mark Fitzpatrick, Community Development Building and Electrical provided drawings and literature "Current Zone Layout," and "Proposed Zone Layout" for the current HVAC project underway at this time. He explained that various problems and inefficiencies were found as the contractors progressed into HVAC roof top unit (RTU) project. He then called attention to the additional drawings presented for areas not originally planned for this project along with proposals from Answer Heating & Cooling, Inc. for the additional work to remedy the problems identified in the drawings. Cost to move forward with the additional proposed work projects would run: \$11,779.00 to complete and remedy inefficiencies with the current project and \$32,479.00 would be required to expand the original project to include and complete work in the wing of the county building that houses the County Clerk/Register of Deeds, County Treasurer and the Administrative offices. The total of the original projects is at approximately \$274,000.00 and if moving the two additional proposals forward it would cost an additional \$44,258.00 bringing the total to \$318,358.00. Inquiry was made about the area previously occupied by the old health department and the 9-1-1 Center. It was determined that the 9-1-1 project was covered by the emergency \$15,000.00 purchase approved in the previous meeting.

Lynn Grim, representative for the county to Region VII Area Agency on the Aging, appeared to provide an update. She noted that the agency is made up of ten counties (Saginaw, Bay, Midland, Clare, Tuscola, Sanilac, Isabella, Gladwin, Huron and Gratiot) in which the mission is to advocate, plan, develop, and support a system of care and services to help older Americans achieve an optimum level of health, well-being, and independence. She distributed a copy of the Annual Report and outlined the many services provided by the agency.

Meeting Recessed at: 10:24 a.m.

Meeting Reconvene at: 10:40 a.m.

**JUSTICE-NONE**

**HEALTH AND HUMAN SERVICES-NONE**

**PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT**

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to sell the 2003 Ford pick-up truck and purchase a front wheel drive Chevy Impala in the amount of \$15,699.00 with money to come from the Community Development Fund. Motion carried.

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**FINANCE AND ADMINISTRATION**

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Dale Majewski, to approve the Statutory Finance Committee Meeting Minutes of July 7, 2015 in the amount of \$209,559.96. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to approve Budget Adjustment #15-135 in the amount of \$2,680.00. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Leonard Strouse, to approve the expenditures for the month of June 2015 in the amount of \$1,422,301.88 with the General Fund expenditures totaling \$957,577.73. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Karen Lipovsky to appoint Jenny Beemer-Fritzinger as the delegate and Lori Ware as an alternate to represent Clare County at the MERS Annual Meeting of Delegation to be held in Grand Rapids on October 8 and October 9, 2015. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to eliminate one meeting a month and hold Commission meetings on the third Wednesday of each month effective August. Motion carried with one opposed being Commissioner David.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Jim Gelios to give the Finance Committee authority to approve expenses up to \$6,000.00 without coming before the full Board. Motion carried.

**UNFINISHED BUSINESS**

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to accept the proposal presented by Clear Rate for an additional three-years contract to include the phone lines to the elevators. Motion carried.

Administrator Tracy Byard notified Board members that she had been apprised by county attorney, Dave Stoker, that he had received a letter from several other counties relevant to the reorganization/splitting of Region 7B that Commissioner Gelios has been expressing concern about this. She indicated that Clare County had been excluded from the correspondence. Commissioner Gelios noted that the Medical Control Authority Board, Veteran's, Seniors and other entities are being pushed in a direction that they are not pleased with. One of his main concerns is that this is all being done without local input and why.

Administrator Byard, who had to leave the meeting early, noted that she had reached a balanced budget, had updated the new equipment list and had added the Sheriff's Department requests. She also indicated that requested new items and capital budget requests totaling over \$815,531.00 had been eliminated from the budget.

**TREASURER'S REPORT**

Treasurer Jenny-Beemer Fritzinger distributed a current Trial Balance Report dated July 15, 2015, displaying the updated assets and liabilities of the 950 General Long Term Debt Fund for review which prompted a lengthy discussion. She also discussed the up-coming land auction and stated that she was hoping some Commissioners would attend the August 14<sup>th</sup> event since it was being held locally at the Doherty Hotel. The Treasurer also made mention of a property in Lincoln Township that had a road through the middle of the lot that was in foreclosure indicating that it would be a property that she would possibly like to turn over to the Road Commission. Relevant to budget discussions, the Treasurer distributed a report titled "Revenue Trends 2009 through 2015." She indicated that she had presented this at some time earlier but wanted to make this handy for discussion purposes. She then stated that she had reviewed revenue and updated revenue by an additional \$265,000.00 while the Administrator was able to reduce anticipated expenses by approximately \$219,000.00 in the current budget to get a better idea of the ending fund balance. She suggested that the time might be right, while interest rates are low, to consider a loan to cover costs of some of the needed projects as opposed to taking money from the general fund.

**COMMISSIONER REPORTS**

- Commissioner Gelios reported that he met with the Airport Board and they are discussing a number of things for the future. He also reported that he would represent the county at the upcoming ribbon cutting ceremony for the Central Michigan Mental Health facility.

**NEW BUSINESS**

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to proceed with the additional work identified by the proposals provided by Answer Heating and Cooling, Inc. in the amount of \$44,258.00. Motion carried.

Upcoming budget meetings for Tuesday, July 21<sup>st</sup> and Wednesday, July 22<sup>nd</sup> were cancelled. Board will meet again on Thursday, July 23<sup>rd</sup> for further budget discussions.

Meeting adjourned at 1:21 p.m.

  
Pamela Mayfield, Clerk  
Clare County Board of Commissioners

  
Jack Kleinhardt, Chairman  
Clare County Board of Commissioners