

MINUTES OF THE CLARE COUNTY BOARD OF COMMISSIONERS

Harrison, Michigan 48625
November 18, 2015

12/16/15 gm
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: Nancy Petree

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 and Administration Committee, Budget Adjustments
Add: Under Finance and Administration Committee, Assistant Director Position
Add: Under Finance and Administration Committee, Resolution #15-24
Add: Under Unfinished Business IT Wright
Add: Under New Business – Information Technology Security

APPROVAL OF MINUTES

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve the minutes of the October 21, 2015, Board Meeting as presented. Motion carried.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Donald David, to approve the Special Meeting Minutes of the November 2, 2015, Board Meeting as presented. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Samantha Pitchford, to approve the Closed Session Minutes of the October 21, 2015 Board Meeting as presented. Motion carried.

GENERAL PUBLIC COMMENT

Linda Hopkins asked for everyone to pull together and pray as a united country, no matter what political party affiliation people associated with.

Nancy Petree of MSUE discussed programs and projects that she oversees. She noted that she is teaching "Cooking Matters" and "Show Me Nutrition" in schools around the area. Cooking Matters brings teens and adults together and helps to promote family togetherness.

Shari Spoelman, also of MSUE, was present to respond to any questions that anyone might have. She reported a strong 4-H program is in place in Clare County and she appreciates the support of the community.

COMMUNICATIONS LIST

Clare County Probate Court - Invitation to attend Clare County Adoption Day

SPECIAL PRESENTATION

Tom Pirnstill, Clare County Transit Director, appeared before the Board to discuss the Transit and to clarify information relevant to the recent millage proposal passed and future needs. He reported that the Transit relies on a continuous millage to support the public transportation system and keep it operational but based on an oversight in the proposal presented and approved for the August election, there is a one year lapse in the tax. He discussed his intent to request a one year millage to cover the gap in 2016.

JUSTICE

It was moved by Commissioner Dale Majewski, seconded by Commissioner Donald David, to approve the Intergovernmental Agreement between West Michigan Regional Development Commission, Region 6 Homeland Security Fiduciary, and Clare County for administering grant program funds for the FY 2015 Homeland Security Grant through May 31, 2018. Motion carried.

HEALTH AND HUMAN SERVICES-NONE

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PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT

It was moved by Commissioner Jim Gelios, seconded by Commissioner Karen Lipovsky, to approve the Community Development Block Grant Rental Rehabilitation Program Guidelines. Motion carried.

FINANCE AND ADMINISTRATION

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Dale Majewski, to approve the Statutory Finance Committee Meeting Minutes of October 27, 2015 and November 9, 2015 in the amount of \$161,900.92 and \$126,843.52 respectively. Motion carried.

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to approve the expenditures for the month of October 2015 in the amount of \$4,307,428.91 with the General Fund expenditures totaling \$932,263.81. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Karen Lipovsky, to approve Budget Adjustment #16-04 & 16-06 in the amounts of \$300.00 and \$46,800.00 respectively. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to concur with the County Clerk and continue to offer the laminated paper Concealed Pistol License at no cost and implement a hard plastic card option at a cost of \$10.00 per card. Motion carried.

A discussion took place regarding an increase in fines for anyone not pulling permits for building and electrical needs. Lori Ware explained the process and made it clear that permits are required in Clare County and anyone not pulling permits for building is in violation of the law. She specifically indicated that there are contractors that are repeat offenders and was suggesting a \$500.00 fine. Commissioner David commented on the matter indicating that he was not in favor of an immediate \$500.00 fine but suggested that possibly a three step process be implemented knowing that there are those individuals that are truly unaware of the law. Ms. Ware will further review this and bring it back to the Board for action at a later date.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Leonard Strouse, to approve Budget Adjustments #16-09, #16-10 & #16-11 in the amount of \$4,035.00, \$17,574.00 and \$1.5M respectively. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse to allow Commissioner Dale Majewski to abstain from the vote that impacts the wages for the Assistant Director position in Community Services. Motion carried.

The Public Hearing for Review of Grant Application to Michigan State Housing Development Authority was opened.

PUBLIC HEARING OPENED: 10:05 a.m.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Jim Gelios, to approve the creation of an Assistant Director position for Community Services with a wage of \$45,000 and funding coming from Community Development. Motion carried with one opposed being Commissioner Karen Lipovsky.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to approve Resolution #15-24, a Resolution Submitting for A Vote of the Authorization of a Telephone Surcharge for Emergency Telephone Services (9-1-1- Services).

Roll call vote revealed:

Yeas: (5) being Commissioners Lipovsky, David, Majewski, Pitchford and Kleinhardt

Nays: (2) being Commissioner Strouse and Gelios

Recess at 10:23 a.m.

Reconvened at 10:34 a.m.

ADMINISTRATOR'S REPORT

Administrator Tracy Byard reported on a meeting attended where she learned about the drugs and abuses of opioids and heroin. She also provided copies of open and closed work orders for Information Technology for the month of October, reported on the Veteran's Day Freedom Park services, reminded everyone of the Christmas Potluck on December 18th and attended a LEPC meeting.

CLERK'S REPORT

Clerk Pamela Mayfield provided a history of Concealed Pistol License sales noting that 27 permits were issued in 2007 with projected permits to be issued through December 2015 being 515 noting that the year with highest issuance was in 2013 with 600+ permits issued. She reported that the Clare County Gun Board met for the last time in early November as new law abolished Gun Boards shifting responsibilities. She also noted that on-line access to records was being reviewed and moving forward for Register of Deed documents.

TREASURER’S REPORT

Treasurer Jenny Beemer-Fritzing reported that she had received a letter from Lincoln Township exercising their first right of refusal for the unsold properties from the land sales. They are not interested in the properties. Past practice has been to place the properties into the Land Bank. She also noted that the interest rates for the \$1.5M Bond came in lower than anticipated at 2.473%. She again discussed the shortfall in the retirement accounts noting that a plan needs to be discussed on how to work to make that fund whole.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to transfer the four White Birch Lakes lots not sold at public action into the Land Bank. Motion carried.

PUBLIC HEARING CLOSED: 11:05 a.m.

Lori Ware, Director of Community Development spoke on various items of interest on economic development and projects that she is moving forward. Of particular interest was the Michigan State Housing Development Grant that would bring grant monies into the City of Clare for Downtown Rental Rehabilitation helping building owners and the City of Clare with their development projects.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Leonard Strouse, to approve Resolution #15-23 Community Services MSHDA Grant Application and allow the Clare County Community Services Department to formally submit the Downtown Rental Rehabilitation Grant application to Michigan State Housing Development Authority for the creation of affordable rental units in the second level of a downtown building in the City of Clare.

Roll call vote revealed:

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

Nays: (0)

Absent: (0)

Resolution Adopted.

Additionally, Ms. Ware spoke of plans for an Adult Day Care building project at the current senior site in Harrison. She reported that she has met with the Clare-Gladwin RESD, has met with an architect and with a December Board approval will start construction in January on the project. She noted that this will be a great community collaborative program with good training for students in the CTE Building program and a great future service for those in need in the community.

Ms. Ware also reported that she also has \$1.8M available for loan to communities that are in need. She is currently working with townships and has five structures lined-up for demolition using P.I. dollars. She also noted that she just recently got a county allocation of \$236,000.00, a new homeowner grant, that will available later in the month. She also noted that she sits on the Rising Tide Committee for the City of Harrison, is on the Board for the Market (\$1.3M) project and she is writing the RFP for the contracted employee for the City of Harrison.

COMMISSIONER REPORTS

- C/Kleinhardt reported that he has stepped down from the Community Action Agency Board and appointed C/Strouse to the Board, reported that he attended the Hayes Township meeting in their new facility, heard that the road funding proposals set by the legislature passed and will be going to Lansing in the near future.
- C/Majewski reported on meetings attended, asked for additional information on the Information Technology report, asked for a corrected wage report and initiated discussion on parking problems.
- C/Gelios reported that he attended Hayes Township and explained that the building is still a work in progress and under development, discussed the new Region 5 group consisting of eight counties. He noted that funding questions for Clare County were addressed even though there is an appeal in process. He noted that this was a nine month test period that will last until June and that Dave Stoker is involved with representing Region 7B, indirectly supporting Clare County.

Recess for lunch at: 11:40 a.m.

Reconvened at: 12:43 p.m.

- C/Strouse reported that the City of Clare expressed thanks for providing the incentives to keep Lori Ware in the County, that the City has committed to raising \$1600 to donate to the Veteran’s Freedom Park, questioned jury board procedures and asked about elected officials participation in negotiations.
- C/Lipovsky reported that she attended township meetings, negotiations and Lake Board meetings.

PUBLIC COMMENT-NONE

UNFINISHED BUSINESS

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Karen Lipovsky, to provide a 2% wage increase for court security personnel effective the current pay period. Motion carried.

C/David has asked Lori Ware to contact IT Wright to come and do an evaluation on the county systems. This is in progress.

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NEW BUSINESS

C/David asked about security, cameras and policy. He questioned what the policy consists of, who does access the system, who does the monitoring, when and why. There are privacy issues to be addressed, there needs to be rules, access needs to be tightened on who has the rights to monitor or access footage and for what reasons. He commented that it would seem that it should be a two person process and a supervisor should be included.

Treasurer Jenny Beemer-Fritzing questioned who assigns access to computers and expressed concern over lost information on a computer that was not being backed up.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski to go into Closed Session to discuss Union negotiations. Motion carried.

CLOSED SESSION BEGINS: 1:18 p.m.
CLOSED SESSION ENDS: 1:26 p.m.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to provide a 2% wage increase to UAW Unit 1 effective with the current pay. Motion carried with two opposed being Commissioner Donald David and Commissioner Samantha Pitchford. Motion carried.

Meeting adjourned at 1:38



Pamela Mayfield, Clerk
Clare County Board of Commissioners



Jack Kleinhardt, Chairman
Clare County Board of Commissioners