

MINUTES OF THE CLARE COUNTY BOARD OF COMMISSIONERS

11/20/16 Jm
Unapproved Minutes
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Harrison, Michigan 48625
December 16, 2015

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: Linda Hopkins

APPROVAL OF AGENDA

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

Add: Under New Business, Discussion on Security Camera

APPROVAL OF MINUTES

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Donald David, to approve the minutes of the November 18, 2015, Board Meeting as presented. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to approve the minutes of the Closed Session of the November 18, 2015, Board Meeting as presented. Motion carried.

GENERAL PUBLIC COMMENT

Linda Hopkins appeared before the Board and read aloud from a prepared statement. In her statement she called attention to several previous Board actions on matters relevant to employee raises, promotions, landfill odors and downtown development grants for the City of Clare. She asked that the Board be mindful that they work for the citizens of Clare County. She then requested that her statement be entered into the official Board minutes, a copy can be found as an attachment.

Marty Johnson, citizen, appeared representing the Clare County Depot that will be opening soon. He noted that The Depot has been a project in the making that has probably spanned twenty years but it is an impressive project that everyone can be proud of. He challenged people to get involved in any of the local projects to benefit the area like The Depot, Veteran's Freedom Park or Community Nutrition Project to name just a few. All are in need of people and public contributions.

COMMUNICATIONS LIST

Bay County – Resolution #2015-230, Opposition to Use of Sky Lanterns in Michigan

Bay County – Resolution #2015-231, Support for Senate Bill 437

Bay County – Resolution #2015-252, Opposition to the Trans-Pacific Partnership Without Restructuring

Letter - Clare County Emergency Management Expressing Concern of Outsourcing Information Technology Services

Report – Clare County Information Technology

ADMINISTRATOR'S REPORT

Administrator Tracy Byard reported on a number of up-coming events:

- Christmas Potluck 11:30 – 1:00 Friday, December 18th and MMDC Meeting
- Active shooter class January 25th, \$50.00 fee
- Walmart construction to start in spring and opening by end of the year; Mock Interview Day is coming up

SPECIAL PRESENTATION

Randy Allen, representing I.T. Right of Bath and Traverse City, Michigan appeared at the request of the Board to provide a presentation. He distributed a portfolio which provided an overview of the business, their services, commitments to customers, abilities and how the company is structured. He went on to say that the company has been in business since 1998 and that they have a customer base of 400+ serving municipalities, counties, cities, villages, fire, ambulance authorities and police department throughout the state. Some are as close as Gladwin, Lake, Wexford, Crawford, City of Clare and many others locally. Mr. Allen stated that they take pride in putting the customer first and keeping the billing structure simple offering various levels of support. Relevant to contact services he reported that anyone can back out of a contract and be reimbursed back to the level of use, if not happy. Additionally they have proactive management and monitoring and provide disaster recovery services that many find enticing as they are a whole package service provider. Prosecutor Michelle Ambrozaitis asked a number of questions with security and background checks an important matter. Mr. Allen assured the group that all background checks are run on all employees and security is of utmost importance to whom they employ because they do work mainly with governmental entities.

JUSTICE

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Jim Gelios, to adopt Resolution #15-25, in Opposition to House Bills 4947 through 4966 and forward resolution to Governor Snyder, Senator Emmons, Representative Johnson and the Michigan Association of Counties.

Roll call vote revealed:

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

Nays: (0)

Absent: (0)

Resolution adopted.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Dale Majewski, to approve the Letter of Understanding between Employees of the Clare County POAM Corrections, POAM Non-Supervisor, COAM Command and Central Dispatch Units that allows the donation of earned sick time to Tom Drury. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve a temporary increase in Kendra Martin's wage from \$15.22 to \$17.50 to compensate her for temporary duties as the Security Director, effective with the current pay period. Motion carried.

HEALTH AND HUMAN SERVICES

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Donald David, to approve the hiring of Sidock Architects for Adult Day Care engineered renderings to be paid with grant dollars. Motion carried.

PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT

It was moved by Commissioner Donald David, seconded by Commissioner Leonard Strouse, to approve implementation of the sliding scale fines of \$100.00, \$250.00 and \$500.00 for repeat offenders who fail to pull code enforcement permits. Motion carried.

FINANCE AND ADMINISTRATION

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to approve the Statutory Finance Committee Meeting Minutes of November 23, 2015 and December 8, 2015 in the amount of \$112,128.13 and \$79,532.80 respectively. Motion carried.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Karen Lipovsky, to approve the expenditures for the month of November 2015 in the amount of \$2,127,385.29 with the General Fund expenditures totaling \$880,154.50. Motion carried.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Leonard Strouse, to approve Budget Adjustments #16-13, #16-14 and #16-16 in the amounts of \$220.00, \$21,480.00 and \$50,000.00 respectively. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve the Board of Commissioners meeting dates as presented with dates consistent with the third Wednesday of every month beginning at 9:00 a.m. Motion carried.

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to approve the Finance meeting dates as presented with dates consistent with the week opposite of payroll beginning at 9:00 a.m. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to allow Community Services Director Lori Ware to make application for any and all grants deemed appropriate but come before the Board for final approval before acceptance. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Dale Majewski, to approve the payment of the costs for the creation and maintenance of the Veteran's Freedom Park website to be paid from the website line item, 101-259-801.001. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to change the Meal Reimbursement Policy to cap meal reimbursements at \$10.00, \$14.00 and \$17.00 which includes not more than 15% in gratuity. Motion carried.

Recess at 10:53 a.m.

Reconvened at 11:04 a.m.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve Budget Adjustment #16-17 in the amount of \$500,000.00 to pay the expenses of the Little Tobacco Drain project. Motion carried.

FINANCE AND ADMINISTRATION (cont.)

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Dale Majewski, to approve the Mutual Referral Agreement between Clare County Board of Commissioners and Listening Ear. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve the request of Register of Deeds and allow for the hiring of temporary employees to move projects forward utilizing Automation Fund monies. Motion carried.

CLERK'S REPORT

Clerk/Register Pamela Mayfield reported on a new program being implemented in the Register of Deeds called "Fraud Alert" that allows citizens to sign up by email and provides notification when a record is received within the Register of Deeds office with a name match. This service will be provided without charge to the public.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzing reported that a Rabies Clinic has been set for Saturday, January 23rd at Family Farm and Home in Clare between 11:00 a.m. and 2:00 p.m. She compiled a Budget Comparison Report for years 2012 - 2016 and distributed same to the Board with discussion following.

COMMUNITY SERVICE DIRECTOR REPORT

Lori Ware provided an update on her extensive involvement and oversight on various programs. She reported that the HVAC system is nearly complete, controls are done and sharing is taking place with Hayes Township. Central Fire has been in and has gone through the alarms system, bid are being requested on the elevator, lighting, roof patching, card readers and security alarm systems along with various other items. The Isabella Rehab Grant is complete and there are lots of people inquiring about grant assistance. She also stated that four foundation grants are going out for the adult senior day care and that there are six grant funded demolition projects that will be starting in January. In addition to all of this there are eight City of Clare business store fronts that will be receiving grant funding for projects and people from Lansing have been to the area to evaluate and discuss funding incentives for development and neighborhood enterprise zones. This is all in addition to her report on Senior Services and programs.

UNFINISHED BUSINESS

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to go into Closed Session to discuss pending litigation.

Roll call vote revealed:

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

Nays: (0)

Absent: (0)

CLOSED SESSION START: 11:42 a.m.

CLOSED SESSION ENDS: 12:06 p.m.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Karen Lipovsky, to accept the litigation settlement recommendation made by the attorney in Closed Session. Motion carried.

COMMISSIONER REPORTS

- C/Kleinhardt reported on expansion and utilization of the property in the industrial park area off Collonville Road. He also noted that there have been great strides being made by Middle Michigan Development.
- C/Dale Majewski inquired about additional reports that he was interested in and also reviewed expenditures over revenue in the Central Dispatch 9-1-1 budget over the past couple of years.
- C/Gelios, reported that Hayes Township brought up the cost to brine the roads and added that they will be adding an assessment for residents. He also noted that complaints by Mr. Elliott about the landfill and odors have been documented and over 35 on-site inspections have been performed by Department of Environmental Quality that and inspections have failed to result in the landfill being cited for the odors. Odors are of an unknown nature.
- C/Samantha Pitchford attended meetings and noted that Surrey Township is planning to put up some money for road work in 2016 and took the time to tell about her experience and dissatisfaction with on-line information technology services provided through her employer.

PUBLIC COMMENT-None

NEW BUSINESS

Commissioner Karen Lipovsky noted that she was recently asked at a meeting who is allowed to review video footage of the on-line security camera and stated that she really didn't know. It was noted that there really isn't a written policy on the matter but Chairperson Kleinhardt indicated that a policy would be the right thing to do and a policy needs to be developed. Commissioner David noted that it was briefly discussed and it was decided that it should be two individuals and one needs to be a supervisor to do that. He indicated that the Administrator had been working on a policy and that the topic was to be addressed in that policy.

NEW BUSINESS (cont.)

Commissioner David prompted a discussion on I.T. Right regarding the presentation earlier in the meeting. It was questioned if he was prepared to make a proposal at that time and he indicated that he was not but that he wanted to continue the discussion on the topic at the next meeting as there are options and costs associated with those options. When the discussions on I.T. Right were wrapping up, Chairperson Kleinhardt suggested that time be taken by all to review and consider direction for the future.

Meeting adjourned at 1:04 p.m.



Pamela Mayfield, Clerk
Clare County Board of Commissioners



Jack Kleinhardt, Chairman
Clare County Board of Commissioners

12/16/15

one of two

ATT: CLARE COUNTY BOARD OF COMMISSIONERS:

jm

AT THE MEETING ON NOVEMBER 18, 2015 YOU CREATED A NEW JOB TITLE FOR MS. LORI WARE THE SENIOR MEAL PROGRAM DIRECTOR AND ADDING THE RESPONSIBILITIES AS GRANT WRITER FOR THE CLARE CITY BUILDINGS, THIS NEW TITLE YOU SAY IS COMMUNITY SERVICES DIRECTOR AS SHE ALSO MAINTAINS HER TITLE AS THE SENIOR MEAL DIRECTOR.

*Council of Clare County
C.B.C. Board*

HER NEW TITLE REQUIRES DUTIES SO YOU APPROVE A RAISE FOR HER FOR 14000 DOLLARS. MS. WARE IN TURN ASK THE BOARD FOR A RAISE FOR HER "GOOD FRIEND" (HER WORDS) MS. CAROL MAJEWSKI TO HAVE A RAISE BECAUSE OF ALL THE DUTIES. MS. MAJEWSKI IS NOW THE SENIOR MEAL PLANNER. HER HUSBAND DALE MAJEWSKI HAPPENS TO BE ON THE CLARE COUNTY BOARD OF COMMISSIONERS, SO OF COURSE THESE RAISES WERE SPEEDILY PASSED. WITHIN A VERY FEW MINUTES.

A FEW MONTHS AGO MS. WARE STOPPED THE BAG DINNERS THE SENIORS COULD HAVE HELP WITH THE EVENING MEAL (TO TAKE HOME). SHE STATED THAT THIS WAS DUE TO HER OVER BUDGET. per telephone conversation WHEN I ASKED MS. WARE WHO OWNED THE BUILDINGS SHE WAS TALKING ABOUT IN THE CITY OF CLARE THAT SHE WAS ASKING GRANTS FOR SHE STATED "CONFIDENTIAL".

I WATCHED ALL SUMMER LONG AS OUR LAW ENFORCERS INCLUDING THE JUDGES, MAGISTRATE, STRUGGLE WITH THE BOARD OF COMMISSIONERS FOR A RAISE "YOU KNOW PEOPLE WHO WORK HARD TO KEEP YOU AND YOUR FAMILIES SAFE."

I WAS INFORMED ABOUT THE CITIZEN WHO WAS ASKING YOUR HELP ABOUT THE FOUL ODORS IN THEIR NEIGHBORHOOD. WHAT DID YOU DO. ??? DID YOU FORGET YOU ARE WORKING FOR US THE TAXPAYER.

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SIGNED: LINDA L. HOPKINS

Linda L. Hopkins
12-16-15

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AS REQUESTED TO BE MADE A PART OF THE BOARD MINUTES - SEE PUBLIC COMMENT, LINDA HOPKINS

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