

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

Harrison, Michigan 48625

*approved
7-21-2021
JH*
~~Unapproved minutes
June 16, 2021~~

Meeting was called to order at 9:00 a.m.

Pledge of Allegiance and moment of silence for our active military, veterans and first responders.

COMMISSIONERS PRESENT

District 1 Dale Majewski, District 2 Samantha Pitchford District 4 Stephanie Brown, District 5 Sandy Bristol, District 6 Bronwyn Asplund, and District 7 Jeff Haskell

COMMISSIONERS ABSENT

District 3 Rick Fancon – excused

OTHERS PRESENT

Clerk-Register of Deeds Lori Martin, Administrator Tracy Byard, Undersheriff Dwayne Miedzianowski, Director of Community Services Lori Phelps, I.T. Director Jesse Bellinger, Jon Ringelberg and Emergency Manager Jerry Becker, Dawn Raupp, and zoom participants

APPROVAL OF AGENDA

It was moved by Commissioner Majewski, seconded by Commissioner Brown, to approve the agenda with additions. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Majewski, Brown, Bristol, Pitchford, Asplund and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion Carried

APPROVAL OF MINUTES

It was moved by Commissioner Bristol, seconded by Commissioner Asplund to approve the Board of Commissioners Minutes for May 19, 2021. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Bristol, Asplund, Majewski, Brown, Pitchford and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

GENERAL PUBLIC COMMENT

John Marion from Woodshaw Estates Home Owners Association voiced concerns about the gypsy moth situation including the company hired, the cost, the results, and who is monitoring the work and the flight patterns.

COMMUNICATIONS LIST

No discussion

ADMINISTRATOR'S REPORT

Administrator Byard is working on the budget presentation for the July 21, 2021 Board Meeting and a proposed Capital Asset Policy, which she has placed on each Board Members desk for review.

COMMUNITY SERVICES DIRECTOR

Director Lori Phelps reported on meal, client and grant numbers. The meal site opened for in person dining, and the Building Department permits are up 206% over 2020 and 290% over 2019.

PUBLIC HEARINGS/SPECIAL PRESENTATIONS

1. Pam O'Laughlin, Middle Michigan Development Corporation - Annual Report.

Pam O'Laughlin presented the Middle Michigan Development Corporation Annual Report stating that Clare County businesses received \$753,000.00 in grant funding through Middle Michigan Development. Middle Michigan Development has put a lot of work into new business attraction for Clare County. Director Jim McBride won the Economic Developer of the Year in 2020.

2. Jon Ringelberg – Presentation of the Sesquicentennial Plaque.

Jon Ringelberg of the Clare County Historical Society presented the Board of Commissioners with Sesquicentennial Plaque to be hung in the Courthouse commemorating the 150th Anniversary of Clare County. Clare County was established March 16, 1871.

3. Jerry Becker, Emergency Management Director – Broadband Discussion

Director Becker updated the Board of Commissioners on a Broadband meeting that will be held on July 12, 2021 and encouraged the County and Townships to work together and with companies currently in the area. Director Becker also confirmed the County currently has an open ~~contact~~ *Contract* with Wintell. *Jm*

COMMITTEE REPORTS/CONSENT CALENDAR

A. Justice Committee

1. Homeland Security Grant Program Intergovernmental Agreement -

It was moved by Commissioner Brown, seconded by Commissioner Majewski to approve the Homeland Security Grant Program Intergovernmental Agreement between West Michigan Reginal Medical Consortium and Clare County. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Brown, Majewski, Asplund, Pitchford, Bristol and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

2. Sheriff's Department Roof Replacement Discussion

There was discussion on cost and where the funds would come from to pay for the project, and which project should be completed next.

COMMITTEE REPORTS/CONSENT CALENDAR – continued

A. Justice Committee – continued

2. Sheriff's Department Roof Replacement Discussion - continued

It was moved by Commissioner Majewski and seconded by Commissioner Asplund to approve number one priority, which is line item C at \$44,500.00 for the year 2022, and contract with Jerry Britton on the roof with funds to come from contingency fund. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Majewski, Asplund, Brown, Bristol, Pitchford and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

B. Health and Human Services Committee

No Report

C. Physical Resources and Economic Development Committee

1. Region VII Area Agency on Aging Worksite Agreement.

It was moved by Commissioner Majewski, seconded by Commissioner Bristol to approve the Senior Community Service Employment Program (SCSEP) Worksite Agreement for fiscal year July 1, 2021 through June 30, 2022 for all Clare County SCSEP sites. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Majewski, Bristol, Brown, Asplund, Pitchford and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

2. Community Development Vehicle Purchase Request

It was moved by Commissioner Pitchford, seconded by Commissioner Majewski to allow the Community Development Department to purchase two vehicles in the amount of \$31,944.00 for a total amount of \$63,888.00 with funds to come from the Senior Services and Building Department Funds. Chairman Haskell asked for any further discussion, after discussion, roll call vote revealed:

Yeas: (6) being Commissioners Pitchford, Majewski, Bristol, Asplund, Brown and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

D. Finance and Administration Committee

1. I.T. Position Discussion

There was discussion regarding on the job training with Mid Michigan College and/or Michigan Works. I.T. Director Jesse Bellinger indicated they do not have time to train anyone.

COMMITTEE REPORTS/CONSENT CALENDAR – continued

D. Finance and Administration Committee - continued

2. Statutory Finance Committee

It was moved by Commissioner Bristol, seconded by Commissioner Pitchford to approve statutory finance committee meeting minutes of May 17, 2021 in the amount of \$89,804.24 as well as \$4,874.93 payout due to a resignation for Sean Gerbe and \$729.60 for Kelly Services and June 1, 2021 minutes in the amount of \$59,793.62 as well as \$752.09 for the payout due to resignation of Elaine Jeslee, \$768.00 for Kelly Services and \$882,396.56 to Al's Aerial Spraying, LLC for Gypsy Moth Spraying. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Bristol, Pitchford, Asplund, Majewski, Brown and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

3. Monthly Expenditures

It was moved by Commissioner Asplund, seconded by Commissioner Majewski to approve the expenditures for the month of May 2021 in the amount of \$1,950,882.01 with the General Fund expenditures totaling \$786,474.13. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Asplund, Majewski, Pitchford, Brown, Bristol and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

4. Budget Adjustments

It was moved by Commissioner Brown, seconded by Commissioner Bristol to approve Budget Adjustments #21-104, 21-106, 21-107, 21-108, 21-109, 21-10, 11, 14, 21-18 and 21-19 in the amounts of \$10,800.00, \$15,050.00, \$5,130.60, \$37,134.57, \$7,258.00, \$250,000.00, \$206,168.12, \$14,332.00, \$95.05 and \$37,685.00 to be distributed. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Brown, Bristol, Asplund, Majewski, Pitchford and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

5. Board of Canvassers

It was moved by Commissioner Majewski, seconded by Commissioner Pitchford to appoint Barry Wallace to the Clare County Board of Canvassers to fill an unexpired term to begin June 16, 2021 through October 31, 2023 Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (6) being Commissioners Majewski, Pitchford, Bristol, Asplund, Brown and Haskell

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

JHM

June 16, 2021
Board of Commissioners Meeting

CLERK/REGISTER OF DEEDS REPORT

Clerk/Register of Deeds Lori Martin reported that the concealed pistol license fingerprinting equipment is to be delivered this week along with training to be completed this week, the ballots for the August Election have arrived and are being tested prior to being sent out to the townships, and jury trials for courts will begin in July.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzingler has been attending many American Relief Rescue Plan Act (ARPA) webinars, working on 2021 and 2022 budgets, while preparing for the 2021 taxes and updating the debt fund.

PROSECUTOR'S REPORT

Prosecutor Michelle Ambrozaitis reported how the upcoming jury trials will affect her office and the amount of time it takes to prepare for each of trial (currently 47 trials scheduled for July 2021). Prosecutor Ambrozaitis pointed out that not all of those trials will move forward, but her office needs to be prepared for all 47 trials in case any of them move forward. Finally Prosecutor Ambrozaitis asked the Board of Commissioners to fill the attorney position in her office that has been vacant since March of 2020 in addition to requesting a temporary attorney (to be paid out of the ARPA funds for at least 3 years).

SHERIFF'S REPORT

Undersheriff Dwayne Miedzianowski updated the Board of Commissioners on the construction of the jail wall and the gardens that provide produce for the jail inmates and Senior Services.

IT DIRECTOR'S REPORT

I.T. Director Jesse Bellinger discussed the high cost of using Kelly Services for the I.T. Department (\$49,920.00 per year/\$25.60 per hour) and recommends direct hiring an employee at \$54,778.00, which includes benefits/\$19.00 per hour rather than using Kelly Services. If the Board of Commissioners would like to continue with Kelly Services Director Bellinger asked them to commit to at least a 1 year term to avoid additional fees being paid to Kelly Services.

CHAIRMAN'S REPORT

Chairman Jeff Haskell learned at the Michigan Works meeting for the month of May Clare County's unemployment rate is at 7.98%, and this time last year it was over 40%, City of Harrison will have fireworks and a parade, and he believes they need to listen to the public regarding gypsy moths and maybe adjust the County plan.

VICE CHAIRMAN'S REPORT

Vice Chairman Dale Majewski reminded everyone that many years ago the County turned over the Gypsy Moth issue to the Conservation District, and indicated they should discuss possibly taking it back over at the County level. Commissioner Majewski also informed the Board that the Health Department will be increasing the County contribution by \$6,000.00. If the Board decides not to pay that increase the Health Department will increase the fees they charge the citizens.



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COMMISSIONER'S REPORTS

Commissioner Sandy Bristol has been working on hazard mitigation planning, which is going well, Arthur Township didn't get sprayed for gypsy moth at all, Hamilton Township could not afford brining this year and the residents are upset, and the Hamilton Township Board is looking for new sources of revenue.

Commissioner Asplund reported that when she first took office she read the State of Michigan Department of Treasury Financial Statements for 2019 & 2020, and it shows that Clare County has serious material weakness with regard to formal capitalization policy. Commissioner Asplund has been requesting from the Administrator since January a proposed capilal asset/improvement policy, and pointed out the policy presented today to simply tag the assets is not what she has been asking for. According to the State they want a Capital Asset/Capital Improvement Policy that allows the County to schedule major capital expendatures in a manner that avoids significant spikes in the county budget. It reads that the County lacks internal controls - that is a significant deficiency.

Commissioner Asplund handed out a proposed Capital Improvoment Policy and asked it be placed on the agenda along with the Administrators Policy for discussion at the next meeting.

Commissioner Stephanie Brown has been working with citizens regarding gypsy moths, Long Lake was 70% - 80% effective and she will be coming out with some news releases regarding the gypsy moth next steps.

STATE OF THE BUDGET

The budget is a work in progress and the Administrator will update at the next meeting.

PUBLIC COMMENT

John Marion questioned who is on the commission that heads up the gypsy moth issue, the information on the website is grossly outdated. Commissioner Majewski read off the name and telephone numbers of the individuals on the Conservation District Board and Commissioner Brown announced the next Conservation District Board meeting will be held upstairs in Conservation District Office July 13, 2021 at 6:30 p.m.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

Meeting Adjourned at 11:07 a.m.



Lori Martin, Clerk
Clare County Board of Commissioners



Jeff Haskell, Chairman
Clare County Board of Commissioners