

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

Harrison, Michigan 48625

*Approved
8/18/2021*
~~Unapproved minutes~~
July 21, 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 3 Rick Fancon (arrived at 9:04 a.m.), District 4 Stephanie Brown, District 5 Sandy Bristol, District 6 Bronwyn Asplund, and District 7 Jeff Haskell.

COMMISSIONERS ABSENT

None

OTHERS PRESENT

Clerk/Register of Deeds Lori Martin, Administrator Tracy Byard, Dawn Raupp, Community Development Director Lori Phelps, Dianne Alward-Biery, Veterans Affairs Director Karl Hauser, and zoom participants.

APPROVAL OF AGENDA

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

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

Additions: Under General Public Comment Al's Aerial Spraying, Under Justice Committee MGT Contract for Title IV-D Friend of the Court motion, and under Finance and Administration Committee Budget Adjustment added #21-143.

APPROVAL OF MINUTES

It was moved by Commissioner Brown, seconded by Commissioner Majewski to approve the Special Board of Commissioners Minutes of June 9, 2021 and Board of Commissioners Minutes of June 16, 2021 with changes. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Brown, Majewski, Fancon, Asplund, Bristol, Pitchford, and Haskell

Nays: (0)

Absent: (0)

Motion carried

GENERAL PUBLIC COMMENT

Alex Schunk the 4H Program Coordinator introduced herself to the new Board Members and gave an update on 4H programs. Ms. Schunk reported that they have started a baby animal barn at the fair this year and the Youth Leadership Council will meet daily at the fair with activities, which are all youth lead.

GENERAL PUBLIC COMMENT - continued

Karl Hauser the Veterans Affairs (VA) Director introduced himself to the Board and gave a brief review of his history and handed out a paper presentation about the Veterans Affairs Office. Director Hauser also confirmed his office helps with VA claims, explained some of the grants, how the grant funds are used, the veterans transportation system, and the Veterans Freedom Park.

Al Schiffer of Al's Aerial Spraying gave a presentation which included the history and experience of his company. Mr. Schiffer then went into great detail regarding the spraying of gypsy moths within Clare County explaining this is a suppression program, which is effective, but will not eradicate the moth. Mr. Schiffer treated 20,000 acres in 4 days for Clare County. When questioned why the price increased so much this year Mr. Schiffer sited the dramatic increase in costs for materials, parts and supplies. He went on to give praise to Melissa in the Conservation Office noting that she pays attention to what is going on inside and outside this county regarding gypsy moths.

COMMITTEE REPORTS/CONSENT CALENDAR

A. Justice Committee

1. It was moved by Commissioner Fancon, seconded by Commissioner Majewski to approve the contract with MGT of America Consulting LLC and Clare County providing Title IV-D claiming services to the Clare County Friend of the Court and allow Chair to sign. Chairperson Haskell asked for discussion, Friend of the Court Jamie Raymond provided details for whom the program benefits, roll call vote revealed:

Yeas: (7) being Commissioners Fancon, Majewski, Brown, Bristol, Pitchford, Asplund and Haskell

Nays: (0)

Absent: (0)

Motion carried

COMMUNICATIONS LIST

No Discussion

ADMINISTRATOR'S REPORT

Administrator Byard received a newsletter from the workers compensation company with rulings from MIOSHA and CDC and what they would like to see from municipalities regarding COVID and their COVID Plan. They suggest health monitoring and masking of non-vaccinated individuals when they cannot maintain 6 foot distancing. It is at the discretion of the Board and if they did implement those guidelines it would require the County to ask employees for their vaccination cards to be placed in their personnel files.

It was moved by Commissioner Majewski, seconded by Commissioner Bristol to follow CDC and OSHA. Chairperson Haskell asked for discussion, there was a great deal of discussion regarding the new variant, individuals handling their own health issues, and imposing more restrictions, roll call vote revealed:

Yeas: (3) being Commissioners Majewski, Bristol and Haskell

Nays: (4) being Commissioners Pitchford, Fancon, Brown, and Asplund

Absent: (0)

Motion failed

ADMINISTRATOR'S REPORT - continued

Ms. Byard reported that it appears counties will be seeing an increase of 2% on the State Revenue Sharing, handed out to the Board a report from the Medical Examiner, and reminded everyone that there are Special Board Meetings scheduled for next week to work on the Budget.

COMMUNITY SERVICES DIRECTOR

Director Phelps reported that they just had their Program Audit and Medicaid Waiver Audit and both went well.

COMMITTEE REPORTS/CONSENT CALENDAR - continued

B. Health and Human Services Committee

1. Soldier's Relief Fund Committee Appointment

It was moved by Commissioner Brown, seconded by Commissioner Asplund to reappoint John Roulo to the Soldier's Relief Fund Commission for a four-year term to end on July 21, 2025. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Brown, Asplund, Majewski, Bristol, Fancon, Pitchford, and Haskell

Nays: (0)

Absent: (0)

Motion carried

C. Physical Resources and Economic Development Committee

1. Airport Property Discussion

Administrator Byard informed the Board that the only bid on the property was Harrison Do It Best Center and it was for \$5,000.00 per lot. Commissioner Bristol recommended the price be higher because the assessed value is \$16,000.00 for each of the 4 lots, and suggested they at least negotiate the price. Commissioner Majewski pointed out that the Board put requirements out and those requirements were met and the process was followed.

It was moved by Commissioner Brown, seconded by Commissioner Fancon to accept the offer. Chairperson Haskell asked for discussion, hearing no further discussion, roll call vote revealed:

Yeas: (5) being Commissioners Brown, Fancon, Asplund, Majewski, and Pitchford

Nays: (1) being Commissioner Bristol

Abstained: (1) being Commissioner Haskell

Motion carried

2. Region VII Area Agency on Aging Proposed Annual Plan FY 2022

It was moved by Commissioner Majewski, seconded by Commissioner Asplund to adopt the Region VII Area Agency on Aging's proposed Annual Plan for FY 2022 and submit a letter of support allowing the Chair to sign. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Majewski, Asplund, Fancon, Brown, Bristol, Pitchford and Haskell

Nays: (0)

Absent: (0)

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

C. Physical Resources and Economic Development Committee - continued

3. Area Agency on Aging Retention Grant

It was moved by Commissioner Pitchford, seconded by Commissioner Bristol to accept the Employee Retention Grant from Area Agency on Aging in the amount of \$7,500.00 to be given to five Home Health Aides in the amount of \$1,500.00 each. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Pitchford, Bristol, Majewski, Brown, Fancon, Asplund, and Haskell

Nays: (0)

Absent: (0)

Motion carried

D. Finance and Administration Committee

1. I.T.

A. Position Discussion

Administrator Byard and I.T. Director Jesse Bellinger reminded the Board of the options available, which include Kelly Services employee for \$49,000.00 per year, direct hire for \$54,000.00 per year, or hiring someone from Michigan Works at a much lower wage. Director Bellinger received a resume from an individual with salary requirements that are a little under the \$49,000.00 per year. Chairperson Haskell asked that the resume be provided to the Board in advance of the next meeting on July 28, 2021.

B. Server Discussion

After the Request for Proposal bids came in, the cost of a new server would be \$147,341.00. Administrator Byard believes expense would be allowed out of the ARPA (American Rescue Plan Act) funding.

It was moved by Commissioner Bristol, seconded by Commissioner Majewski to purchase the server equipment that we have the bid for. Chairperson Haskell asked for discussion, it was discussed that this server will likely last 5-6 years, roll call vote revealed:

Yeas: (7) being Commissioners Bristol, Majewski, Asplund, Pitchford, Fancon, Brown, and Haskell

Nays: (0)

Absent: (0)

Motion carried

2. Postage Machine Lease Agreement

It was moved by Commissioner Asplund, seconded by Commissioner Bristol to renew a five-year lease agreement with Pitney Bowes for the postage machine and meter in the amount of \$404.22 per month and allow Chair to sign. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Asplund, Bristol, Brown, Majewski, Pitchford, Fancon, and Haskell

Nays: (0)

Absent: (0)

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Finance and Administration Committee - continued

3. MERS Delegate

It was moved by Commissioner Bristol, seconded by Commissioner Asplund to appoint Lori Phelps as the member delegate for Clare County and Tracy Byard as the alternate as the employee representative to participate in the elections of the MERS Retirement Board at their annual conference to be held on October 7th and 8th. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Bristol, Asplund, Fancon, Pitchford, Majewski, Brown, and Haskell

Nays: (0)

Absent: (0)

Motion carried

4. Capital Asset Policy Discussion

It was moved by Chairperson Haskell, seconded by Commissioner Asplund to adopt this policy and also form a Capital Improvement Committee. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Haskell, Asplund, Pitchford, Brown, Fancon, Majewski, and Pitchford

Nays: (0)

Absent: (0)

Motion carried

Committee Member appointed by Chairperson Haskell are Clerk/Register of Deeds Lori Martin, Administrator Byard, Commissioner Asplund, a member from the Sheriff's Department, Lori Phelps, Treasurer Beemer-Fritzinger, and Chairperson Haskell.

5. Statutory Finance Committee

It was moved by Commissioner Fancon, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of June 14, 2021 in the amount of \$65,376.51, as well as \$98.50 and \$69.50 for mileage sheets for Jennifer Richards and Roger Westberg and June 28, 2021 minutes in the amount of \$155,679.00. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Fancon, Majewski, Pitchford, Asplund, Bristol, Brown, and Haskell

Nays: (0)

Absent: (0)

Motion carried

6. Monthly Expenditures

It was moved by Commissioner Brown, seconded by Commissioner Asplund to approve the expenditures for the month of June 2021 in the amount of \$2,427,231.36 with the General Fund expenditures totaling \$923,344.74. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Brown, Asplund, Majewski, Fancon, Bristol, Pitchford, and Haskell

Nays: (0)

Absent: (0)

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Finance and Administration Committee - continued

7. Budget Adjustments

It was moved by Commissioner Bristol, seconded by Commissioner Majewski to approve Budget Adjustments 21-116, 21-121, 21-126, 21-133, 21-135, 21-136, 21-137, 21-139, 21-140, 21-141, and 21-143 in the amounts of \$493,266.33, \$15,000.00, \$179,182.00, \$15,000.00, \$38,000.00, \$25,000.00, \$5,000.00, \$74,539.80, \$23,500.00, \$68,633.00, and \$3,500.00 to be distributed. Chairman Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Bristol, Majewski, Fancon, Brown, Asplund, Pitchford, and Haskell

Nays: (0)

Absent: (0)

Motion carried

8. Board of Canvassers

It was moved by Commissioner Majewski, seconded by Commissioner Brown to appoint Tara Hovey to the Clare County Board of Canvassers to a four-year term from November 1, 2021 to October 31, 2025. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

Yeas: (7) being Commissioners Majewski, Brown, Fancon, Bristol, Pitchford, Asplund, and Haskell

Nays: (0)

Absent: (0)

Motion carried

CLERK/REGISTER OF DEEDS REPORT

Clerk/Register of Deeds Lori Martin reported 111 new Circuit Court cases and the collection of over \$7,000.00 in restitution owed to victims of felony crimes, her office is working on developing jury day protocol for the logistics of handling a jury trial in accordance with guidelines set forth by SCAO (State Court Administrators Office), there are 16 jury trials scheduled for August, the deadline for placing a proposal on the November ballot is August 10, 2021 at 4:00 p.m., the Register of Deeds Property Fraud Alert program is working well, and the Livescan fingerprint machine in the Clerk's office is up and running and working very well for our constituents.

Recess at 11:18 a.m.

Back in session 11:27 a.m.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzinger is working on County's first land auction for the season schedule for August 17, 2021, which will be online only at www.tax-sale.info, bidding begins at 10:00 a.m. and ends at 7:00 p.m., 2021 summer tax season has begun, and Treasurer Beemer-Fritzinger has been working on the current 2021 budget as well as the 2022 budget.

PROSECUTING ATTORNEY REPORT

Prosecuting Attorney Michelle Ambrozaitis reported that her office currently has 794 open cases, 42 cases are in review, and that is an average of 198 open cases per attorney. Prosecutor Ambrozaitis has also submitted the grant application to extend the opioid program.

Pam O'Laughlin from Michigan Works answered questions regarding an apprenticeship position within the County I.T. Department.

SHERIFF'S REPORT

Kim Davis gave a report that the Sheriff's Department is expecting 10 more federal inmates bringing them up to about 54, there are 113 onsite at the jail as of this date, and they are expecting to complete the construction project after a few more items are completed.

CHAIRMAN'S REPORT

Chairman Jeff Haskell reported Hayes Township has changed their meeting date to the third Monday of each month at 7:00 p.m. and he went to Veterans Freedom Ride and was impressed by the event.

VICE CHAIRMAN'S REPORT

Vice Chairman Dale Majewski has been attending meetings.

COMMISSIONER'S REPORT

Commissioner Fancon will start going to meetings again this month.

Chairperson Haskell appointed Commissioner Bristol to the Transit Services Board and Commissioner Fancon as the alternate.

Commissioner Brown has been working with Melissa in the Conservation District regarding the gypsy moth issue.

Commissioner Pitchford reported the Surrey Township meeting was very active regarding blight.

Commissioner Bristol reported on gypsy moth and Lake Association issues within her townships. Commissioner Bristol also reported that the Hazard Mitigation Plan is covering good ground, the Road Commission are doing tons of projects and getting good reviews, the Airport Board is focused on getting written bids for the runway, and Mental Health is focusing on contacting Legislatures regarding privatizing mental healthcare.

Commissioner Asplund is pleased with the Board passing the Capital Asset Improvement Policy and the committee being set up.

STATE OF THE BUDGET

Chairperson Haskell indicated the Board is still waiting on numbers and will revisit at the next meeting.

PUBLIC COMMENT

None

UNFINISHED BUSINESS

Administrator Byard has posted the position for a maintenance person and has not received any applications, but does have someone interested that will oversee the HVAC and Boiler Systems for 8-10 hours a week. The position will be posted until August 6, 2021 with wage negotiable and no benefits.

CLOSED SESSION – LABOR RELATIONS

Closed Session to discuss labor relations has been postponed until the Commissioners have more information on the American Relief Program and the Treasury provides more guidance.

NEW BUSINESS

None

Meeting Adjourned at 11:56 a.m.

Lori Martin

Lori Martin, Clerk
Clare County Board of Commissioners

Jeff Haskell

Jeff Haskell, Chairman
Clare County Board of Commissioners