

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

Harrison, Michigan 48625

Approved
1/19/2022
~~Unapproved minutes~~
December 15, 2021

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

Pledge of Allegiance to the Flag of the United States of America, 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

OTHERS PRESENT

Clerk & Register of Deeds Lori Martin, Lisa Ashley, Administrator Tracy Byard, Dawn Raupp, and zoom participants.

APPROVAL OF AGENDA

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

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

*Amended to add discussion regarding Resolution of Local State of Emergency Termination.

APPROVAL OF MINUTES

It was moved by Commissioner Asplund, seconded by Commissioner Majewski to approve the Board of Commissioners Minutes for November 10, 2021. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

GENERAL PUBLIC COMMENT

None

COMMUNICATIONS LIST

There was discussion regarding Tuscola County Board of Commissioners requesting other Michigan counties to join their effort to change the Open Meetings Act back to the way it was before the legislature altered it in 2020.

ADMINISTRATOR'S REPORT

Administrator Byard checked the Michigan Association of Counties website for any legislative updates and confirmed there would be a public safety millage put on the agenda in 2022 for discussion.

COMMUNITY SERVICES DIRECTOR

Director Lori Phelps reported on the mobile medical bus that came to Clare County in which her office partnered with Central Michigan University.

PUBLIC HEARINGS/SPECIAL PRESENTATIONS

1. Lisa Ashley, Recovery Court – Request for Budget Appropriation
Ms. Ashley explained missing the budget processes and requested appropriation from the Commissioners to Recovery Court.

It was moved by Commissioner Bristol, seconded by Commissioner Asplund to appropriate \$7,500.00 for Recovery Court out of the General Fund. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR

A. Justice Committee

1. Circuit Court Allocation for visiting Judge discussion
Circuit and Probate Court Administrator Mark Toaz requested an allocation of \$25,000.00 for payment of a visiting Judge. Administrator Toaz confirmed he would update the Commissioners within the next 6-months.

It was moved by Commissioner Majewski, seconded by Commissioner Asplund to contribute \$5,000.00 to start with a ceiling of \$25,000.00. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

B. Health and Human Services Committee

1. Mental Health Resolution #21-35
It was moved by Commissioner Brown, seconded by Commissioner Bristol to adopt Resolution #21-35 requesting policy making representatives support, improve and strengthen the public behavioral health safety net system and support improvement in the delivery of publicly governed and community-based systems. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion for Resolution carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

C. Physical Resources and Economic Development Committee

1. Equalization Fee Schedule

It was moved by Commissioner Majewski, seconded by Commissioner Asplund to approve the updated office fee schedule and digital data agreements for the Equalization Department. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

2. Designation Resolution for County Soil Erosion Enforcement

It was moved by Commissioner Pitchford, seconded by Commissioner Majewski to approve Resolution #21-36 designating the Clare Conservation District as the County Enforcing Agency for the Clare County Soil Erosion and Sedimentation Control Program. Chairperson Haskell asked for discussion, Administrator Byard explained that there was already a resolution in place, but EGLE (Environment, Great Lakes & Energy) requested an updated resolution for enforcement purposes, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion for Resolution carried

D. Finance and Administration Committee

1. Statutory Finance Committee

It was moved by Commissioner Bristol, seconded by Commissioner Asplund to approve Statutory Finance Committee meeting minutes of November 15, 2021 in the amount of \$66,101.13 and payment to Maxorplus in the amount of \$5,988.89, November 29, 2021 in the amount of \$80,698.10 and payout due to resignation of \$6,611.36, and the Special Finance Meeting minutes of December 2, 2021 in the amount of \$1,485.00. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

2. Monthly Expenditures

It was moved by Commissioner Asplund, seconded by Commissioner Majewski to approve the expenditures for the month of November 2021 in the amount of \$1,554,601.79 with the General Fund expenditures totaling \$795,170.99. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

D. **Finance and Administration Committee - continued**

3. Finance Meeting Dates

It was moved by Commissioner Brown, seconded by Commissioner Majewski to approve the Finance meeting dates as presented through December 2022 with dates consistent with the off week of payroll beginning at 9:00 a.m. Chairperson 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

4. Board of Commissioner Meeting Dates

It was moved by Commissioner Majewski, seconded by Commissioner Pitchford to approve the Board of Commissioner meeting dates through December 2022 with dates consistent with the third Wednesday of the month unless specified on the posting with meetings to begin at 9:00 a.m. Chairperson Haskell asked for discussion, Commissioner Brown requested the meeting time be changed to 4:00 p.m. to accommodate her work schedule, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

5. Budget Adjustments

It was moved by Commissioner Pitchford, seconded by Commissioner Majewski to approve budget adjustment #22-09, #22-17 and #22-18 in the amount of \$60,000.00, \$102,254.00 and \$60,197.00 to be distributed. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion carried

CLERK/REGISTER OF DEEDS REPORT

Clerk/Register of Deeds Lori Martin gave an update on Official Records Online, which is an online software that allows the public to order their own vital records online with knowledge-based authentication process to eliminate the necessity to come in person to the County Clerk's Office. Clerk/Register Martin confirmed the filing deadline date for a potential election on May 3, 2022.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzinger updated the Commissioners on the County Audit process, and gave her statutory reports of current cash and fund balances. Treasurer Beemer-Fritzinger alerted the Commissioners to the notice her office will be putting in the newspaper regarding property forfeiture. She confirmed that the forfeiture notice is intended to find people and notify them that they are in danger of losing their property, not listing property that has already been lost to foreclosure.

PROSECUTING ATTORNEY'S REPORT

Prosecuting Attorney Michelle Ambrozaitis announced the hiring of Assistant Prosecuting Attorney Annette Howe.

SHERIFF'S REPORT

Sheriff John Wilson indicated that there are currently 27 cases of COVID in the County jail, and that there is a need to increase the holding area from the current number. Sheriff Wilson confirmed his jail is not able to house people that need to be in jail because of this issue. Clare County suffered the loss of a great man, Stan Lewis, who was an active member of the Clare County and Hayes Township community. Finally, Sheriff Wilson discussed the need for a law enforcement millage and the language he believes should be submitted to the voters to ensure the funds collected are used for the intended purpose.

INFORMATION AND TECHNOLOGY'S REPORT

Director Jesse Bellinger indicated the incident response team, assigned to Clare County by the insurance company, is working on the cyber-attack on the Clare County email server. The incident response team is also testing to ensure the threat does not spread to other devices. Director Bellinger sent the incident response team a hard drive that holds the entire virtual drive of the server for their review so they can give him direction on how to get our system operational.

CHAIRMAN'S REPORT

Chairman Jeff Haskell shared a success story of Sean Vanhorn from Michigan Works.

VICE CHAIRMAN'S REPORT

Vice Chairman Dale Majewski reported that Melissa Townsend appeared at the Freeman Township meeting and gave a good explanation of the gypsy moth problem, and how spraying will move forward in the future.

COMMISSIONER'S REPORT

Commissioner Brown had no report.

Commissioner Pitchford had no report.

Commissioner Bristol reported that the townships in her districts are having problems finding areas to spend the ARPA (American Rescue Plan Act) funds.

Commissioner Asplund discussed items that may be purchased with an IT grant that is currently being pursued.

STATE OF THE COUNTY BUDGET

No information provided

PUBLIC COMMENT

None

UNFINISHED BUSINESS

1. Resolution of Local State of Emergency Termination #21-37
It was moved by Commissioner Majewski, seconded by Commissioner Bristol to adopt Resolution #21-37 State of Emergency Termination. Chairperson Haskell asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (1) being Commissioner Fancon

Motion for Resolution carried

NEW BUSINESS

None

Meeting Adjourned at 10:02 a.m.



Lori Martin, Clerk
Clare County Board of Commissioners



Jeff Haskell, Chairperson
Clare County Board of Commissioners