

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

**Harrison, Michigan 48625**

*Jim*  
12/19/18  
**Unapproved Minutes  
November 21, 2018**

**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: Sandra Bristol, District 6: Karen Lipovsky, District 7: Jim Gelios

**Absent:** None

**Others Present, Signing In:** Karen Hulliberger and B. Hoefling

**APPROVAL OF AGENDA**

It was moved by Commissioner Bristol, seconded by Commissioner Pitchford, to approve the agenda. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**APPROVAL OF MINUTES**

It was moved by Commissioner Majewski, seconded by Commissioner Bristol, to approve the Minutes of the September 12, 2018 meeting. Chairperson Lipovsky asked for discussion, hearing none motion carried

It was moved by Commissioner Bristol, seconded by Commissioner Strouse, to approve the Minutes of the October 17, 2018 meeting. Chairperson Lipovsky asked for discussion, hearing none motion carried.

**GENERAL PUBLIC COMMENT**

Nia Becker and the Clare Conservation District wanted to invite the Board of Commissioners and Clare County to their Festival of Trees event.

Honorable Joshua M. Farrell asked the Board to approve the replacement of an employee who is transferring to Gladwin County.

It was moved by Commissioner Majewski, seconded by Commissioner Bristol to allow Judge Farrell to replace an employee who is transferring. Chairperson Lipovsky asked for discussion, hearing none motion carried.

Don Kolander, Director of Clare County Parks and Recreation – Director Kolander gave an update on Parks and Recreation, the Halloween party went great, he is still waiting on paperwork for the Eagle Scout project, Mid Michigan College is looking at adding on a staging area to their trails and he will help them find grants even though it isn't county property, Friends of Pere Marquette (Director Kolander is on this Board) has a fundraiser coming up which is a big bike ride, Lake Station Trailhead ribbon cutting was last month, the Clare County Parks and Recreation master plan is up in 2019 and he will work with Lori Phelps to update that, this is a slow time of the year for Parks and Recreation, lastly he will be helping Friends of the Parks and Recreation work on their fundraiser.

Karen Hulliberger, newly elected Road Commissioner, said she has received many calls from township supervisors regarding the possibility of increase the Road Commission Board to 5 people and she wanted the Board of Commissioners to be aware and asked the Board to consider what would be best for the Road Commission.

**COMMUNICATIONS LIST**

1. Houghton County – Strongly favors the continued operation of the Ojibway Correctional Facility – Commissioner Bristol believes the facility should be shut down.
2. Huron County – Strongly opposes SB 396(S-5) – Administrator Byard read a portion of a resolution that is on the agenda for the Board of Commissioners to approve regarding opposing this bill. Commissioner Kleinhardt also spoke against the bill.

### **ADMINISTRATOR'S REPORT**

Administrator Tracy Byard discussed upcoming meeting dates for the Board of Commissioners, it appears Gladwin County is not increasing Recovery Court funding and Clare County Recovery Court is asking for an increase in salary lines with the \$2,500.00 increase of funds that was asked for at budget time. Administrator Byard is not comfortable approving that budget adjustment and is suggesting Clare County hold off on budget adjustment for Recovery Court until Gladwin County agrees to increase also. Administrator Byard also confirmed the \$2,500.00 is still in the general fund and has not been put in Recovery Courts budget yet, the County incentive program has been submitted to state regarding revenue sharing, Christmas pot luck and swearing in ceremony is set for December 21, 2018, Administrator Byard mailed out new packets to the new county board members, Indigent Defense had a meeting with 5 other counties and they have 4 applicants that have applied for the administrator position, Clare County still has not signed the contract for Indigent Defense Fund, currently Clare County uses fuleman for gas for all vehicles and would like to change vendor to WEX Large Fleet through mydeal, the board agreed to move forward.

### **COMMUNITY SERVICES DIRECTOR REPORT**

Director Lori Phelps is out of the office on vacation and excused from the meeting.

### **PUBLIC HEARINGS/SPECIAL PRESENTATION**

Steve Currie, Executive Director of Michigan Association of Counties gave a presentation on [www.micountymatters.org](http://www.micountymatters.org), MAC services, legislative priorities, legislative updates, MAC Advocacy, and MAC Leadership.

### **COMMITTEE REPORTS/CONSENT CALENDAR**

#### **Justice Committee**

##### **Emergency Action Guidelines**

It was moved by Commissioner Majewski, seconded by Commissioner Pitchford, to approve the new updated "Direction and Control" section for the Clare County Emergency Action Guidelines and have the Chairperson sign. Chairperson Lipovsky asked for discussion, hearing none motion carried.

##### **Emergency Operations Plan**

It was moved by Commissioner Bristol, seconded by Commissioner Majewski, to approve the updated Emergency Operations Plan and have the Chairperson sign. Chairperson Lipovsky asked for discussion, there was discussion regarding updating computers, motion carried.

##### **Two Seven Oh Inc. Grant**

It was moved by Commissioner Pitchford, seconded by Commissioner Majewski, to allow Animal Control to accept a grant in the amount of \$10,000.00 from Two Seven Oh, Inc. to spay and neuter animals in the Clare County Shelter. Chairperson Lipovsky asked for discussion, discussion about recent shelter placement, motion carried.

##### **MMR Grant**

It was moved by Commissioner Strouse, seconded by Commissioner Majewski, to allow Security to apply for a matching grant from MMR for 2 AEDs. At a cost of \$800.00 for each AED unit. Chairperson Lipovsky asked for discussion, Chairperson Lipovsky confirmed with Undersheriff Miedzianowski that he will cover the matching \$800.00 out of his budget, motion carried.

#### **Health and Human Services Committee**

##### **County Incentive Grant**

It was moved by Commissioner Gelios, seconded by Commissioner Strouse, to allow Veterans Affairs to apply for a \$1,000.00 grant for technology upgrades from Michigan Veterans Affairs Agency. Chairperson Lipovsky asked for discussion, discussion regarding grant ensued, motion carried.

##### **MSHN Intergovernmental Agreement**

It was moved by Commissioner Kleinhardt, seconded by Commissioner Strouse, to approve the Intergovernmental Contract for the establishment of a Substance Use Disorder Oversight Policy Board. Chairperson Lipovsky asked for discussion, Commissioner Bristol questioned if this is new or existing board, Administrator Byard confirmed it was existing, motion carried.

#### **Physical Resources and Economic Development Committee**

##### **Resolution #18-20**

It was moved by Commissioner Majewski, seconded by Commissioner Bristol, to approve Resolution #18-20 on Senate Bill 396, strongly opposing SB 396 (S-5). Chairperson Lipovsky asked for discussion, roll call

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

Nays: (0)

Absent: (0)

**Resolution Adapted**



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## **Finance and Administration Committee**

### **Statutory Finance Committee**

It was moved by Commissioner Bristol and seconded by Commissioner Strouse to approve Statutory Finance Committee meeting minutes of October 23, 2018 in the amount of \$142,538.35 and November 6, 2018 in the amount of \$149,401.54. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

### **Monthly Expenditures**

Moved by Commissioner Bristol and seconded by Commissioner Majewski to approve the expenditures for the month of October 2018 in the amount of \$4,707,562.80 with the General Fund expenditures totaling \$1,124,594.98. Hearing none motion carried.

### **Budget Adjustments**

Moved by Commissioner Pitchford and Seconded by Commissioner Bristol to approve Budget Adjustment #19-10 in the amount of \$250.00 to be distributed. Chairperson Lipovsky asked for discussion, after discussion motion carried.

### **GRS Retirement Consulting**

It was moved by Commissioner Strouse, seconded by Commissioner Pitchford, to approve a contract with GRS Retirement Consulting to complete an actuarial funding valuation for 9/30/17 in the amount of \$8,500.00, GASB Valuation for 9/30/18 in the amount of \$4,500.00 and GASB Valuation for 9/30/19 in the amount of \$4,500.00 and approve budget adjustment #19-02 in the amount of \$13,000.00 as per the requirement of our County Auditor and allow Chair to sign. (The additional \$4,500.00 will be included in the budget for 2020.). Chairperson Lipovsky asked for discussion, Administrator Byard explained requirement by auditor motion carried.

### **CLERK/REGISTER OF DEED'S REPORT**

Clerk/Register of Deeds Lori Martin reported on the November Election, announced it appears there will be a May 2019 Election, and that her staff continues to attend trainings to improve her office.

### **TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzingler spoke about the land sale, two properties did not sell, rabies clinic was well attended, continuing tax adjustments, county incentive plan is up and running, the County is already getting to a point that they have to get the tax anticipation loan and interest rates have increased, last year the County paid \$11,000.00 in interest, and the Little Tobacco Drain repayment has not started yet.

### **CHAIRPERSON REPORT**

Chairperson Lipovsky lost her husband October 29, 2018, with that going on she missed some meetings, then a week later she lost the election, she will attend the December meeting.

### **VICE CHAIRPERSON REPORT**

Vice Chairperson Kleinhardt thanked Administrator Byard for a paper copy of Budget. He did hear a rumor that some township supervisors may want the road commissioners to be increased to 5 people. He pointed out that townships have 5 person boards and the county has a 7-person board.

### **COMMISSIONER REPORT**

Commissioner Gelios will be here for the December meeting.

Commissioner Strouse has been attending his meetings and thanked the board and people of the audience for supporting him during this very difficult time of his life.

Commissioner Pitchford has been attending her meetings.

Commissioner Bristol has been attending her township meetings. The Senate bill was discussed at every one of her meetings, she went to Road Commission meeting, gave an update on the woman's committee, was asked to stay on 3 of her boards and was touched by that.

Commissioner Majewski has been attending his meetings

### **PUBLIC COMMENT**

Karl Houser, Director of Veterans Affairs introduced himself to the Board and the Board congratulated him on his new position.

  
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**UNFINISHED BUSINESS**

**Corrections Officer Discussion**

Undersheriff Miedzianowski foresees with the DOC study coming in January there may be a need for 3-5 full time correction officers to be compliant. Undersheriff Miedzianowski would like the Board to approve taking from the part time corrections line item and create two full time positions

It was moved by Commissioner Majewski, seconded by Commissioner Strouse, to allow the Sheriff's Department to complete a budget adjustment from part time to full time to allow the Sheriff's Department to hire two full time employees. Chairperson Lipovsky asked for discussion, Commissioner Strouse asked if the State mandates how many corrections officers Sheriff's Department has and Undersheriff Miedzianowski answered the State has a formula and they prefer you to have this many corrections officers, motion carried.

It was moved by Commissioner Majewski, seconded by Commissioner Bristol, to allow Sheriff's Department to backfill a full time vacancy position in corrections. Chairperson Lipovsky asked for discussion, hearing none motion carried.

Undersheriff Miedzianowski reported they had the jail inspection from DOC this week and they passed with flying colors. DOC will send them a 100% compliance letter next month.

The Sheriff's Department taser vendor has discontinued the model they have and the military surplus program has granted the Sheriff's Department 15 tasers at \$1,000.00 each, just saved them \$15,000.00.

Undersheriff Miedzianowski thanked Jim, Karen, and Sandy for their support over the years.

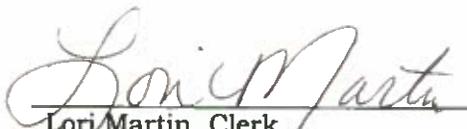
**NEW BUSINESS**

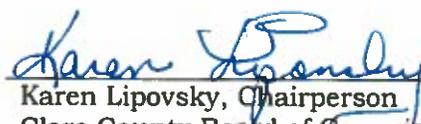
**Assistant Prosecutor**

Michelle Ambrozaitis thanked Jim, Karen, and Sandy for their years of service and wished them well. She had an Assistant Prosecutor resign earlier this week and she needs to take steps to fill the position. The Board has the salary currently set at \$40,000.00, that is already in her budget, would like Board to authorize her to advertise as a sliding scale position and advertise \$40,000.00 - \$50,000.00 depending on experience with the hope of getting someone with experience that will stay with the position.

It was moved by Commissioner Majewski, seconded by Commissioner Bristol, to allow the Prosecutor to fill the vacated assistant prosecutor position and allow her to offer a wage of between \$40,000.00 - \$50,000.00 depending on experience and to take the additional funds out of contingency. Chairperson Lipovsky asked for discussion, there was a great deal of discussion regarding longevity and the pay scale, motion carried.

Meeting adjourned at 11:24 a.m.

  
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Lori Martin, Clerk  
Clare County Board of Commissioners

  
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Karen Lipovsky, Chairperson  
Clare County Board of Commissioners