

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

**Harrison, Michigan 48625**

*7-18-18*  
**Unapproved Minutes  
June 20, 2018**

**Meeting was called to Order at 9:00 a.m.**

**PLEDGE OF ALLEGIANCE**

**Present:** Commissioners: District 1: Dale Majewski, District 3: Leonard Strouse, District 4: Jack Kleinhardt, District 5: Sandra Bristol, District 6: Karen Lipovsky, District 7: Jim Gelios

**Absent:** District 2: Samantha Pitchford

**Others Present, Signing In:** Tom Pirnstill, Don Kolander CCP & RC, Marty Johnson, Roxanne Nicholas Michigan Department of Treasury, and David Hoefling.

**APPROVAL OF MINUTES**

It was moved by Commissioner Strouse, seconded by Commissioner Majewski, to approve the Minutes of the May 16, 2018 meeting as amended. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**GENERAL PUBLIC COMMENT**

Bill Dyke Chaplin of the Forgotten Men Ministries was introduced by Undersheriff Miedzianowski. Chaplin Dyke explained that his ministry provides biblical counseling to inmates to make better choices for their future, coordinate worship services, bible study classes, establishing and maintaining bible pods, along with many other services. The Clare County Bible Pod program reduces recidivism by leading inmates in concentrative studies of the Bible equipping them with biblical life principles to help them throughout life. Within Michigan County jails they see about a 23% reduction in recidivism when Forgotten Men Ministry is in place within the County Jail. Along with many other services offered by this ministry.

**COMMUNICATIONS LIST** None

**ADMINISTRATOR'S REPORT**

Administrator Tracy Byard has been working on the budget and she received an email regarding health insurance renewal and rates are expected to increase 14.95% this year.

**TREASURER'S REPORT** - Treasurer Jenny Beemer-Fritzinger not present.

**APPROVAL OF AGENDA**

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

**COMMUNITY SERVICES DIRECTOR REPORT**

Director Lori Phelps gave a report that the revenue is at \$1,146,742.00 and expenditures are at \$1,092,650.00, expenses are to date and revenue is one month behind. She is finishing new RFP for the Senior Service grant through Area Agency on Aging, in home services are rapidly growing, 2 years ago they served 4,000 - 5,000 hours a year. Last year they served 20,000 hours, this year so far as of the end of May they have served 21,000 hours. The partnership with the waiver program and Area Agency on Aging is going really well, they are getting a van for medical transportation, she is preparing to post for jobs for the adult foster care facility.

Last month in the Building Department they had over \$30,000.00 in building permits.

Director Phelps has the new grant policy almost complete.

City of Clare Manager Ken Hibl told the Board how satisfied they are with the assistance they get from Director Phelps.

**TREASURER'S REPORT - continued**

Treasurer Jenny Beemer-Fritzinger reported that the annual tax sale land auction will be Saturday, August 4, 2018 at noon at the Doherty Hotel in Clare. Land being auctioned will be 59 pieces.

**RECESS at 9:15 a.m. to move to Meeting Room A in basement for presentation by Clare County Transit.**

**BACK IN SESSION at 9:21 a.m. in Meeting Room A in basement of Courthouse.**

**PUBLIC HEARINGS/SPECIAL PRESENTATION**

Tom Pirnstill – Clare County Transit, outlining the value of public transportation in Clare County  
Mr. Pirnstill opened with the history of how the Clare County Transit was established in 1981, gave an update on the current operations in which they service 575 square miles in Clare County with a breakdown of people served, presented the purposes of the trips residence use the Transit for, and discussed the demand and response time. Mr. Pirnstill sited many agencies and organizations that partner with Clare County Transit and discussed the new facility that was built in 2010 and fully paid for with federal funds. He outlined proposed projects, the condition of the fleet, funding sources, operations, and real value and economic impact on Clare County.

**RECESS at 9:52 a.m. to return to the Board of Commissioners Room.**

**BACK IN SESSION at 10:00 a.m. in the Board of Commissioners Room.**

**PUBLIC HEARINGS/SPECIAL PRESENTATION – continued**

Roxanne Nicholas – Presentation of the 2017 Clare County Audit  
Roxanne Nicholas from Michigan Department of Treasury presented the 2017 Clare County Audit, went through pertinent pages of the written audit pointing out pertinent aspects of the audit. Ms. Nicholas confirmed Clare County had a clean audit.

**COMMITTEE REPORTS/CONSENT CALENDAR**

**Justice Committee**

**Patrol Units**

Moved by Commissioner Gelios and Seconded by Commissioner Bristol to allow the Sheriff Department to utilize no more than \$37,501.00 for the replacement of needed patrol units in the event the Commissioners don't renew the lease. Chairperson Lipovsky asked for discussion, Undersheriff Miedzianowski asked to give more detail. Undersheriff Miedzianowski gave two different options to the Board of Commissioners. Much discussion carried on regarding the options, motion carried.

**Part Time Wages**

Moved by Commissioner Strouse and Seconded by Commissioner Bristol to approve the same percentage increase for all part time Sheriff Department employees to be equal to the amount of the full time at the next wage increase implementation. Chairperson Lipovsky asked for discussion. Chairperson Lipovsky started with the statement that this should be put in the budget. After much discussion Commissioner Strouse retracted his motion as did Commissioner Bristol retracted her second to the motion. Chairperson Lipovsky tabled the issue.

**Video Visitation**

Moved by Commissioner Kleinhardt and Seconded by Commissioner Strouse to allow the Sheriff Department to renew the video visitation contract with HOMEWAV for a period of 5 years at no cost to the county.. Chairperson Lipovsky asked for discussion. Commissioner Gelios asked if this was the same as the motion last month. Undersheriff Miedzianowski explained last month was for telephone and this motion is video, different contracts and different services. Motion carried.

**Health and Human Services Committee**

**Senior Community Service Employment Program**

Moved by Commissioner Bristol and Seconded by Commissioner Gelios to allow Animal Control to enter into a Worksite Agreement with Region VII AAA, for the purpose of providing training positions for SCSEP enrollees, with Tracy Byard to sign. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**Physical Resources and Economic Development Committee**

**Preston Community Services, LLC**

Moved by Commissioner Majewski and Seconded by Commissioner Strouse to approve the Contract with Preston Community Services, LLC for the Equalization Department as listed in the attached contract. . Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**Finance and Administration Committee**  
Statutory Finance Committee

It was moved by Commissioner Bristol and seconded by Commissioner Majewski to approve by consent items 1, 2 & 3 under Finance on the agenda as follows. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

1. Statutory Finance Committee meeting minutes of April 24, 2018 in the amount of \$98,665.99 and May 8, 2018 in the amount of \$76,141.35.
2. Expenditures for the month of May 2018 in the amount of \$2,023,012.31 with the General Fund expenditures totaling \$1,121,928.66.
3. Budget Adjustment #18-107, 18-112, 18-115, 18-118, 18-119, 18-120 and 18-123 in the amount of \$327.20, \$2,000.00, \$1,607.00, \$33,478.00, \$24,000.00, \$96,622.78, and \$279.00.

**L-4029**

Moved by Commissioner Majewski and Seconded by Commissioner Strouse to approve Notice of Certification of County Allocated Tax Levy, with the Board Chair and Clerk to sign the L-4029 and authorize the spread of tax rolls. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**MDHHS Agreement**

Moved by Commissioner Strouse and Seconded by Commissioner Bristol to allow the County Clerk to enter into an agreement with MDHHS. The Clerk would be provided access to the Michigan Centralized Birth Certification System, estimated fees under the agreement is not to exceed \$9,600.00 over a three year period. The term of the agreement is through September 30, 2020. Records of birth filed and held within Clare County shall cost \$4.00 per copy due from the County to the State and \$15.00 per copy due to the County from the public – Initial certified copy printed, \$1.00 per copy due from the County to the State and \$5.00 per copy due to the County from the public – subsequent certified copies printed for the same birth record printed in same session. For Records of birth filed and held only within Clare County the service fee as required under MCL 333.2891(4)(a) \$34.00 per initial certified copy to the State from the County, \$14.00 per copy – Initial certified copy for Senior Citizens printed to the State from the County, and \$16.00 per copy to the State from the County – Additional certified copy printed (regardless of Senior Citizen or not), to be signed by the BOC Chairperson. Chairperson Lipovsky asked for discussion and Clerk Martin explained that there are Birth records of children born in Clare County to mothers out of wedlock for a period of time that the records are not held at the County. Those citizens cannot get their birth record in our county, they have to travel to Lansing to obtain their birth certificate. This will allow Clare County to access and print those records from Lansing. Motion carried.

**Jail Study**

Moved by Commissioner Kleinhardt and Seconded by Commissioner Gelios to allow Maximus to do a Jail Study in the amount of \$5,000.00, with funds to be moved from contingency to the Costs Study line item and approve budget adjustment #18-126 for \$5,000.00 also. Chairperson Lipovsky asked for discussion. It was discussed that this will give a clear overview of how much revenue is created by housing federal prisoners, motion carried.

**New Hire**

Moved by Commissioner Gelios and Seconded by Commissioner Strouse to allow the Treasurer to hire a replacement for a recently vacated position. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

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

Clerk/Register of Deeds Lori Martin reported the August ballots have been programmed by her staff and submitted for printing.

Berrien County Register of Deeds Lori Jarvis was killed in a car accident on Thursday June 14, 2018.

Concealed Pistol License cards will have a new look beginning August 1, 2018, there were no additional cost to consumer or to the County. CPL online renewal option will be rolled out sometime at the end of this year. The customer will still be able to come into our office and renew in our office with no additional cost.

Since hiring Stacy Pechacek and placing her in charge of the collection program for outstanding fines and costs owed to the County and restitution owed to victims, the County has been collecting from people that have not paid in many years. Chief Deputy Pechacek has taken a hard line and is holding defendants accountable to pay what is owed.

Clerk/Register Martin gave an update on the training her staff and herself are receiving. Some of the training and hotel stays are free to the County, paid for by the State Court Administrators Office.

Also discussed was Erecording and Enotary.

**CLERK/REGISTER OF DEED'S REPORT - continued**

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Clerk/Register Martin and two staff members took an online class and then took an exam to become Certified Electronic Officers. Clark/Register Martin took the class and exam in order to help cover the office when needed.

**CHAIRPERSON REPORT**

Chairperson Lipovsky attended her meetings and went to lunch with Maximus. She also spoke with Don Kolander regarding Parks and Recreation. Commissioner Bristol resigned from the Parks and Recreation Board. There was much discussion regarding the possibility of dissolving Clare County Parks and Recreation. It was agreed the Clare County Parks and Recreation Board Members will be notified and given the opportunity to give their opinion at the next meeting.

Chairperson Lipovsky thought it should be put into the travel policy that if anyone is traveling out of state that it should be approved by the Board of Commissioners in advance.

Moved by Commissioner Bristol and Seconded by Commissioner Strouse to incorporate out of state trainings to be approved by the Board of Commissioners into policy. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**VICE CHAIRPERSON REPORT**

Vice Chairperson Kleinhardt had nothing to report

**COMMISSIONER REPORT**

Commissioner Majewski had nothing to report.

Commissioner Bristol has been attending her township meetings. She also attended the woman's group she has been trying to start and was well represented from 5 different agencies. She will also be attending the Michigan Association of Counties, visited the morgue authority, and is working with several committees that work with Clare County Senior Services.

Commissioner Strouse has been attending his meetings. He also spoke about the Little Tobacco Drain project. It is a slow moving project, and citizens will soon be asked to start paying for this project with no results being seen. \$1,000,000.00 has already been spent and borrowed of this \$7,000,000.00 project.

Commissioner Gelios has been attending his meetings. The medical control board is proceeding toward a level 4 trauma unit in Clare. Hayes Township and City of Harrison are discussing the safety of ORV's on the road. Consumers Energy is installing a high pressure sodium light at the intersection of Ball Avenue and Townline Lake Road. September 15<sup>th</sup> will be the recycle date for Hayes Township, City of Harrison, and Greenwood Township from 10:00 a.m. ~ 2:00 p.m.

**PUBLIC COMMENT** - None

**UNFINISHED BUSINES** - None

**NEW BUSINESS** - None

Meeting adjourned at 11:49 a.m.

*Lori Martin*  
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Lori Martin, Clerk  
Clare County Board of Commissioners

*Karen Lipovsky*  
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Karen Lipovsky, Chairperson  
Clare County Board of Commissioners