

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

Harrison, Michigan 48625

2/20/19
Unapproved minutes
January 16, 2019

Meeting was called to order at 9:00 a.m. by Clerk Lori Martin

Pledge of Allegiance

COMMISSIONERS PRESENT

District 1 Dale Majewski, District 2 Samantha Pitchford, District 3 Leonard Strouse, District 4 Jack Kleinhardt, District 5 Mark Fitzpatrick, District 6 David Hoefling, and District 7 Jeff Haskell.

COMMISSIONERS ABSENT

No Commissioners Absent

OTHERS PRESENT

Marty Johnson, Pam O'Laughlin MMDC, Jerry Burger, Brain Roberts, Mark Janeczko, Michelle Ambrozaitis, Bill Hoefling.

ELECTION OF CHAIRPERSON

Clerk Martin explained to the Board that there would be nominations and a vote to elect a chairperson. That vote could be held by secret ballot or by a show of hands. It was moved by Commissioner Strouse, seconded by Commissioner Majewski to vote by a show of hands. Clerk Martin asked for discussion, hearing none motion carried.

Clerk Martin called for a nomination of the chairperson. Commissioner Strouse nominated Jack Kleinhardt, seconded by Commissioner Majewski. Clerk Martin asked for nominations three more times, hearing none motion carried.

ELECTION OF VICE CHAIRPERSON

Chairperson Kleinhardt called for nominations for vice chairperson. Commissioner Hoefling nominated Samantha Pitchford, second by Commissioner Strouse. Chairperson Kleinhardt asked for nominations three more times, hearing none motion carried.

A. Board of Commissioners meeting dates

It was moved by Commissioner Majewski, seconded by Commissioner Hoefling to approve the Board of Commissioners meeting dates as presented. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

B. Review/Adoption of Board Rules

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to approve the adoption of board rules. Chairperson Kleinhardt asked for discussion, after a short discussion motion carried.

APPROVAL OF AGENDA

It was moved by Commissioner Hoefling, seconded by Commissioner Majewski to approve the agenda. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

APPROVAL OF MINUTES

- A. It was moved by Commissioner Haskell, seconded by Commissioner Majewski to approve the board minutes for December 19, 2018. Chairperson Kleinhardt asked for discussion, hearing none motion carried.



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GENERAL PUBLIC COMMENT

- A. Marty Johnson, lives in Hamilton Township, welcomed the new board members.
- B. Pam O'Laughlin and Brian Roberts of Middle Michigan Development addressed the Board to update them on the Renewable Energy Summit, and the current work they are doing trying to generate business in Clare County by working with Michigan Economic Development Corporation and the Michigan Defense Center to try and marry those two together to bring Homeland Security work into our local manufactures.
- C. Honorable Joshua M. Farrell
Judge Farrell asked the Board, regarding an employee that transferred from Clare County to Gladwin County, to authorize full payment directly to Gladwin County for vacation instead of to the employee along with 100% full payment to Gladwin County for sick time instead of 50% to the employee. Then suggested that Gladwin and Clare Counties get together and discuss how future transfers between counties of employees in the same bargaining unit will be handled in the future and become uniform concerning this.

Judge Farrell also addressed the Board regarding Recovery Court. The number of participants has increased, and while they are receiving grant funds, there are things that need to be paid for that are not allowed to be paid for by grant funds. Judge Farrell stressed the importance of Clare County continuing their support whether Gladwin County does or not. This should be a decision made by this community for this community.

- D. Mark Janeczko, Hamilton Township resident and Blight Officer for 3 townships and Zoning Officer for 1 township, asked the Board to earmark funding to the Building Department for blight building removal. He also pointed out that 2 Commissioners will be on the Board of Health and like to talk about a point of sales program to keep sewage out of the waters. Lastly wanted to talk about the Solid Waste Committee, there hasn't been a meeting in so long he can't remember it. Asked if the Commissioners would look at the contract with Waste Management and the promises that were made to place 4 recycling containers throughout the county, to promote recycling, and funding for blight clean up, along with providing dumpsters and clean up for communities to clean up blight. Finally asking the Commissioners to look at the contract and call another Solid Waste Committee meeting.

Chairperson Kleinhardt asked Administrator Byard to look up that Waste Management contract, get copies for all Board Members, and make contact with Mr. Janeczko. Administrator Byard agreed she would.

- E. Lisa Ashley Clare-Gladwin Recovery Court. Introduced herself to the new Board Members and added to what Judge Farrell talked about in regard to Recover Court. She confirmed that money saved by the program in jail and prison time were 303-1,753 days from graduates last year. Clare County also collected \$23,000.00 from last year's graduates.

Commissioner Fitzpatrick asked for the dollar amount it actually costs to house someone each day, after reimbursement from the defendant, so they can justify spending money on this program. Ms. Ashley agreed to obtain those numbers.

- F. Teressa Carson was there questioning who the Commissioner was for her area of Sheridan Township, it was determined to be Commissioner Fitzpatrick. She addressed Commissioner Strouse (the other Sheridan Township Commissioner) and his emails to the Clare County Road Commission. Ms. Carson made strong argument that Commissioner Strouse did not represent her interest in the County, and she did not agree

GENERAL PUBLIC COMMENT - continued

with the 18 no parking signs that were placed in front of an Amish shop and the cost for those 18 signs and a curb.

Chairperson Kleinhardt confirmed that the decisions that were made were done so by the Michigan State Police and the Engineering Company the Road Commission hired to provide this study.

COMMUNICATIONS LIST

Chairperson Kleinhardt noted a change to the Communications List. If there is something on the list it will now be in the packet so it can be reviewed ahead of time.

Chairperson Kleinhardt then instructed Administrator Byard to send a letter of congratulations to Eagle Scout Benjamin Yob. Administrator Byard read a letter she already prepared.

ADMINISTRATOR'S REPORT

Administrator Byard updated the new Commissioners on the Michigan Indigent Defense Commission, progress on hiring an Indigent Defense Administrator, updating the County Directory, Forensic Pathologist due to start on February 1st, autopsy's will go to Mecosta County now instead of down state, and finally the auditors will be here all week.

COMMUNITY SERVICES DIRECTOR

Lori Phelps, Community Services Director updated the Board of Commissioners regarding Senior Services, Adult Daycare, she currently has 61 employees, grant writing for Recovery Court and Blight for the Land Bank, and provided a copy of their new senior services newsletter.

COMMITTEE REPORTS/CONSENT CALENDAR

A. Finance and Administration Committee

1. Permit Fees

Ms. Phelps gave information regarding her request to increase permit fees.

It was moved by Commissioner Majewski, seconded by Commissioner Strouse to increase base permit fees for Electrical Permit \$70.00, Plumbing Permit \$75.00 and Mechanical Permit \$75.00, which would include one inspection. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

B. Justice Committee

1. Appointment 911 Advisory Board.

Marlana Terrian, 911 Director, reviewed with the Board of Commissioners what the 911 Advisory Board was and explained they received 5 applicants, then asked the Board to appoint Michael Conway to the 911 Advisory Board.

It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford to accept the recommendation of Michael Conway as the representative and Maegan Jenkins as the alternate for a 2-year term. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

Recess at 10:49 a.m.

Back in Session at 11:03 a.m.



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CHAIRPERSON'S REPORT

- A. Review appointments of Commissioners to various boards and commissions for a term of January 2019 – December 2019.

Chairperson Kleinhardt went over and asked for volunteers for each committee and board (list of appointments attached). He also asked Administrator Byard if it was required to have board members on all these committees and boards, Ms. Byard was not sure, but will look into it.

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to re-appoint Commissioner Strouse to Mid State Health Network. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

Commissioner Fitzpatrick requested that Administrator Byard send out a letter or other official notice to the Commissioners outlining what committees and boards they are on along with when and where they meet.

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to approve the new committee assignments. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

COMMITTEE REPORTS/CONSENT CALENDAR - continued

- B. Justice Committee - continued

2. Discussion regarding Sheriff Department vacancy.
Undersheriff Miedzianowski asked if from this point forward someone leaves their position, could the Sheriff's Department fill the vacated position with already existing funds without board approval.

Chairperson Kleinhardt agreed that all elected officials would be allowed to fill any vacated position with already budgeted funds without board approval. Other commissioners voiced their approval also.

- C. Health and Human Services Committee - None

- D. Physical Resources and Economic Development Committee – None

- A. Finance and Administration Committee - Continued

2. Statutory Finance Committee
It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of December 18, 2018 in the amount of \$76,155.13 and January 2, 2019 in the amount of \$ 23,956.59. Chairperson Kleinhardt asked for discussion, hearing none motion carried
3. Monthly Expenditures
It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford to approve the expenditures for the month of December 2018 in the amount of \$1,885,683.47 with the General Fund expenditures totaling \$823,740.74. Chairperson Kleinhardt asked for discussion, hearing none motion carried.
4. Budget Adjustments
It was moved by Commissioner Strouse, seconded by Commissioner Majewski to approve Budget Adjustment #19-20 and #19-25 in the amount of \$221,514.00 and \$55,600.00 to be distributed. Chairperson Kleinhardt asked for discussion, hearing none motion carried.
5. Contract for Register of Deeds
Register of Deeds Lori Martin discussed the reason she chose to renew her contract with Conduent Enterprises Solutions, LLC for 2 years



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COMMITTEE REPORTS/CONSENT CALENDAR – continued

instead of the standard 5 years. Register of Deeds Martin confirmed that the County Attorney has reviewed and approved the contract.

It was moved by Commissioner Majewski, seconded by Commissioner Strouse to approve the Agreement for Information Technology Products and Services between Conduent Enterprises Solutions, LLC and Clare County with the Board Chair to sign on behalf of the Register of Deeds. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

CLERK/REGISTER OF DEEDS REPORT

Clerk/Register of Deeds Lori Martin gave an update on the deadline for the May Election, if anything is actually filed. Clerk/Register of Deeds Martin updated the Board on a new text messaging reminder program to the Defendants to help them remember they have a payment due. Sadly, Jury Board Member Glenn Freeman has passed away and his replacement will be appointed by the Chief Judge.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzinger will now be open during the lunch hour. They are offering two more rabies clinics, February 1st in Clare at Family Farm and Home and February 16th at the Animal Shelter, just sent out 2,500 delinquent tax notices and are under 400 for forfeitures. Treasurer Beemer-Fritzinger and her staff have been working hard to locate individuals so they do not go into forfeiture. As Cash Manager and Chief Investment Officer she handed out an updated cash report. Treasurer Beemer-Fritzinger has also been working on setting up the Indigent Defense Fund accounting wise.

CHAIRPERSON'S REPORT

Chairperson Jack Kleinhardt had nothing to report.

VICE CHAIRPERSON'S REPORT

Vice Chairperson Samantha Pitchford reported Surrey Township has not received a bill from Consumers Energy for street lights, and are being charged to switch to LED or charged to unhook the lights.

COMMISSIONER'S REPORT

Commissioner Majewski let everyone know that a prior Commissioner Jordan Lockmiller passed away.

Commissioner Strouse wanted to confirm that he is not anti-Amish and outlined some of the ways he and his wife have helped the Amish community.

Commissioner Hoefling missed his first meeting at Greenwood Township due to illness he has been going to his meetings. Winterfield is renovating its kitchen and Frost is interested in the dumpsters.

Commissioner Fitzpatrick has only been able to attend the Arthur Township meeting. Arthur Township residence are donating funds monthly to help with the fire protection issue until the Township Board can figure out how they will move forward.

Commissioner Haskell attended City of Harrison and Hayes Township.

PUBLIC COMMENT - None

Jim

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UNFINISHED BUSINESS

Chairperson Kleinhardt confirmed that the last board agreed to pay the money to the Recovery Court that they asked for. Administrator Byard confirmed that at the budget meeting they only agreed to \$5,000.00. Chairperson Kleinhardt asked Administrator Byard to contact Gladwin County and find out why they are not contributing. Prosecuting Attorney Michelle Ambrozaitis recalls the budget meeting different than Administrator Byard, she recalls that the board voted to approve \$7,500.00. More discussion was had regarding whether to add the additional \$2,500.00 or not.

It was moved by Commissioner Majewski, seconded by Commissioner Hoefling to move forward on \$2,500.00 for Recovery Court, and to take the funds from contingency. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

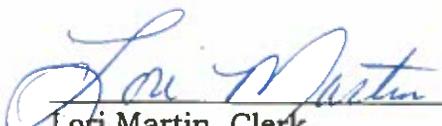
It was moved by Commissioner Majewski, seconded by Commissioner Haskell to stand by the union contract and only pay the 50% of sick time, but have legal counsel review it first before taking action. Chairperson Kleinhardt asked for discussion, after much discussion motion carried.

NEW BUSINESS

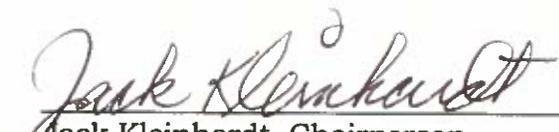
A. Motion Discussion

Chairperson Kleinhardt would like to see all motions to be submitted to Administrator Byard prior to the meeting day. He would like to see all motions submitted to Administrator Byard one week prior to the meeting so there would be no more additional items the morning the board walks into the meeting. Administrator Byard confirmed that it is already in the Board Rules that any items needing to be on the agenda must be submitted the Wednesday prior to the meeting. She will announce it at the next department head meeting.

Meeting Adjourned at 12:30 p.m.



Lori Martin, Clerk
Clare County Board of Commissioners



Jack Kleinhardt, Chairperson
Clare County Board of Commissioners

CLARE COUNTY BOARD OF COMMISSIONERS STANDING COMMITTEES

January – December 2019

3rd Wednesday of Each Month with a review of meeting structure in January 2019

Motions will be structured under the following:

Justice

Health and Human Services

Physical Resources & Economic Development

Finance and Administration

**CLARE COUNTY
BOARD OF COMMISSIONERS
BOARD APPOINTMENTS**

GROUP 1 STATUTORY: PER DIEM FOR BOARD MEMBERS EXPRESSLY AUTHORIZED

1. Lake Boards (Numerous)

GROUP 2 COUNTY COMMITTEES, BOARDS AND AGENCIES: PER DIEM PROVIDED SOLEY BY BOARD POLICY

1. Board of Commissioners, Standing Committees, Committee of the Whole
2. Statutory Finance (Claims) Committee - Commissioners Leonard Strouse, Jack Kleinhardt and Jeff Haskell.

Tuesdays/The off Week of Payroll at 9:00 a.m.

4. Clare County Collaborative Council – Lori Phelps as Official Representative and Samantha Pitchford as the Alternate.

Need to appoint 1 official representative as well as an alternate. Representative is the voting member but if unable to attend meeting the alternate may fill in. Meeting held at the Clare Gladwin RESD Admin. Office on the last Friday of the month at 9:00 a.m.

5. Northern Michigan MAC – Karen Lipovsky.

Meets the third (3rd) Monday of the month at 9:30 a.m. at the Grayling Township Hall, Grayling.

6. Northern Oaks/Solid Waste Committee – Commissioner Leonard Strouse and Alternate Commissioner Mark Fitzpatrick.

Notified by Waste Management via email in the event of a meeting.

7. E9-1-1 Advisory Committee – Commissioner Dale Majewski

Meets the fourth (4th) Tuesday at 10:00 a.m. or immediately after the LEPC Meeting every other month (Jan., Apr., July, Oct.).

8. Local Emergency Planning Commissioner (LEPC) – Commissioner Dale Majewski
Meets the fourth (4th) Wednesday at 10:00 a.m., meeting quarterly beginning in January

9. Agricultural Preservation Board – Commissioner Jack Kleinhardt (Liaison only, not a voting member)
Time and Dates to be determined.

GROUP 3 OUTSIDE INDEPENDENT OR REGIONAL AGENCIES OR ENTITIES: PER DIEM MAY BE PAID TO AGENCY BOARD MEMBERS BY THE AGENCY BUT NOT BY THE COUNTY

1. Central Michigan District Health Department – **Commissioner Jeff Haskell and Commissioner Dale Majewski**

(2 voting members are needed)

Board meets the fourth (4th) Wednesday of every month at 4:00 p.m. at the Harrison District Health Department.

2. Region VII Area Agency on Aging – Governing Board – **Mike Tobin**

Board meets the first (1st) Thursday of each month at 10:00 a.m. at the Region VII Area Agency on Aging Building in Bay City unless otherwise specified.

3. Region VII Area Agency on Aging Advisory Board – **Sandra Bristol**

4. MSU Extension District Council- **Commissioner Leonard Strouse**

Council meets quarterly, dates to be determined.

GROUP 4 BOARD LIAISON ASSIGNMENTS: PER DIEM PROVIDED SOLELY BY BOARD POLICY

LIAISON BOARDS – COMMISSIONS

1. Clare County Senior Services - **Commissioner Mark Fitzpatrick and Commissioner Jeff Haskell**
2. Road Commission - **Commissioner Mark Fitzpatrick & Commissioner David Hoefling**
3. Veterans Affairs Committee - **Commissioner Dale Majewski**
4. Other Economic Development Organizations
 - a. Harrison Area Economic Development Corporation (HAEDCO) – **Commissioner Jeff Haskell** - Meets the 1st Monday at noon (generally at the Mama Cillie's)
 - b. Farwell local Development Finance Authority (LDFA) – **Commissioner Samantha Pitchford**
Meets as needed.
5. Medical Control Board – **Commissioners Dale Majewski and Mark Fitzpatrick as Alternate**
6. Land Bank Authority – **Commissioner Jack Kleinhardt and Commissioner Dale Majewski**
7. Broadband – **Commissioner _____**
8. Building and Maintenance – **Commissioner Mark Fitzpatrick and Commissioner Dale Majewski**
9. Gladwin Collaboration Meeting – **Commissioner Jack Kleinhardt, Commissioner Samantha Pitchford, Gladwin Commissioners and Judges**
10. Website Committee – **Jenny Beemer-Fritzinger, Jesse Bellinger, Joshua Chapman Commissioner Dale Majewski and Tracy Byard**

10. Airport Advisory Board – Commissioner Samantha Pitchford and Commissioner Mark Fitzpatrick

Second Monday of each month at 5:30 in the Board of Commissioners Room

11. Department of Public Works – Commissioner Jeff Haskell

12. Brownfield Redevelopment Authority – Commissioner Dale Majewski

13. Eastern Michigan Council of Governments and Red Team – Tracy Byard.

a. EMCOG Red Team – Tracy Byard

14. MSHN, Mid State Health Network – Commissioner Leonard Strouse

Board meets the third (3rd) Wednesday of every other month beginning in March at 10:00 a.m. at the Substance Abuse office in Lansing.

15. Michigan Works (Region VII B) – Commissioner Jeff Haskell & Alternate/Commissioner Leonard Strouse

Board meets the last Friday of every month with the exception of December at 10:30 a.m. at the Michigan Works Building in West Branch.

16. Transit Services – Commissioner Samantha Pitchford

Board meets the fourth (4rd) Thursday of every month at 5:30 p.m. at Transit.

17. Mid Michigan Community Action Agency – Commissioner David Hoefling & Alternate-Commissioner Mark Fitzpatrick

Board meets the fourth (4th) Thursday of each month at the Mid Michigan Community Action Agency, 1574 E. Washington Rd. in Farwell.

5:00 p.m. Committee Meets – 6:00 p.m. Dinner – 6:30 p.m. Meeting

18. Central Michigan Community Mental Health Services-Commissioner Jack Kleinhardt

Board meets the last Tuesday of each month at 6:30 p.m. -List will be sent to Commissioner representing this Board as meeting locations change.