

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

Harrison, Michigan 48625

dm 12/18/19
Unapproved minutes
November 20, 2019

Meeting was called to order at 9:08 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 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

Jerome E. Burger, Tom Pirnstill, Liz Bouchey, Jess McClaughry, Mike Haley, Terry Acton, and Dan Dysinger.

APPROVAL OF AGENDA

It was moved by Commissioner Majewski, seconded by Commissioner Strouse, to approve the agenda with additional items added. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

APPROVAL OF MINUTES

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to approve the Board of Commissioners Minutes for October 16, 2019. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

GENERAL PUBLIC COMMENT

Sheriff John Wilson spoke regarding the need for a second Board of Commissioner meeting a month, or a workshop in addition to the regular scheduled meeting, the Clerk, Prosecutor, and Treasurer agreed with the Sheriff. Sheriff Wilson is afraid for the safety of the county with the current state of the budget and pleaded with the Board of Commissioners to add an additional meeting to discuss the budget issues of this county. Commissioner Haskell voiced his agreement, Treasurer Beemer-Fritzingler proposed December 4, 2019, no comment was made.

PUBLIC HEARINGS/SPECIAL PRESENTATIONS

1. A Public Hearing on the language to be placed on the August 4, 2020 ballot stating "Shall the powers, duties, and functions of the elected Clare County Board of County Road Commissioners be transferred to and become the responsibility of the elected Clare County Board of Commissioners" for the County of Clare.

Public Hearing opened at 9:14 a.m.

The public hearing consisted of comments from Clare County Road Commissioners, Township Supervisors, Road Commission Employees, Citizens and Clare County Commissioners. Topics of the new manager, the role of the manager, having an engineer on staff, maintenance verses projects, communication with the citizens, and the Road Commissioners and Road Commissioners reaching out to each other and working together to solve this problem.

PUBLIC HEARINGS/SPECIAL PRESENTATIONS - continued

Tim Haskin Clare County Road Commissioner announced there has been a new Road Commission Manager hired and asked the Board of Commissioners to give the new Manager a chance to do his job. Road Commissioner Haskin pointed out the need for a 5 person elected Road Commission Board stating that appointed positions would be a disaster. He also asked for a countywide nepotism policy be put in place.

Commissioner Majewski confirmed the new manager was not an engineer and showed the job posting in which the Clare County Road Commissioners did not request the applicants have an engineering degree.

Terry Acton Hayes Township Supervisor asked for a description of what the County taking over the Road Commission would look like in detail. Supervisor Acton went on to explained that other counties that have taken over the Road Commission have experienced great increase in costs.

Multiple additional citizens and elected officials spoke regarding various issues and possible solutions along with many unanswered questions.

Public Hearing Closed at 10:45 a.m.

Recess at 10:46 a.m.

Back in session 11:01 a.m.

2. Judge Farrell- To discuss non-union raises and the vacant probation position.
Judge Farrell, Judge Mienk, Judge Klaus, and Magistrate Worpell were present to get approval to hire a District Court Probation Officer to replace the Probation Officer that recently resigned.

The Judge's then offered answers to some of the commissioners questions from last month's meeting and offered an offset to the increase in the cost for \$7,521.00 net costs (no fringes). Administrator Byard pointed out there would be an increase in unfunded accrued liability.

Chairperson Kleinhardt asked the Judge's to work with Administrator Byard to make the line item transfers since it wasn't going to cost the County any additional funds. Commissioner Haskell and Administrator Byard both responded that it would in fact cost the county more in the long run.

Judge Klaus invited the Commissioners to come and meet with her to go over their budget and ask any questions. She has been in office for 7 years and has never been visited by the commissioners.

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Haskell to allow the 80th District Court to fill the position of Probation Officer. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

Chairperson Kleinhardt stepped out of the meeting at 11:22 a.m.
Chairperson Kleinhardt returned to the meeting at 11:24 a.m.

3. Nathan Jeruzal, NOAA – Presentation to Clare County: NOAA Storm Ready Community Designation
Mr. Jeruzal from the National Weather Service presented the Clare County Board of Commissioners with an award for being a Storm Ready Community. Clare County, through the work and effort set forth by Clare County Emergency Manager Jerry Becker, is a NOAA Storm Ready Community and is prepared to protect the citizens of Clare County. Emergency Manager Jerry Becker was recognized for his role in this designation.

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PUBLIC HEARINGS/SPECIAL PRESENTATIONS - continued

4. Shari Spoelman, MSU – Contract
Ms. Spoelman explained the Agreement for Extension Services and to start discussion regarding a possible millage.
It was moved by Commissioner Hoefling, seconded by Commissioner Strouse to approve FY 20 Agreement for Extension Services. Chairperson Kleinhardt asked for discussion, hearing none motion carried.
5. Tracey Connelly City of Harrison Manager is here to give an invitation to attend a meeting December 4, 2019 at City Hall.
6. Pam O'Laughlin, MMDC – 2020 United States Census
Ms. O'Laughlin passed out a letter to the Board of Commissioners requesting designation and a letter of support from Clare County, and would like to establish a complete count committee. In 2010, the last time the Census was taken, there was a 78% response rate in Clare County, which means there was a large number of people that did not respond and that affects a great deal of financing issues. Ms. O'Laughlin feels the best way to get close to 100% is to establish a community committee.

COMMUNICATIONS LIST

No comments or discussion

ADMINISTRATOR'S REPORT

Administrator Byard reported that the Department Heads/Elected Officials and herself discussed the budget, ways to save money, possible cuts, and possible millages at the Department Head meeting. The Department Heads/Elected Officials and Administrator would like to have workshops with the Board of Commissioners to work on resolving the budget issues.

The County Christmas Party will be December 20, 2019 from 11:30 – 1:00 the Courthouse will be closed.

Administrator Byard recommended the Commissioners come up with a date to move the Security Station to the main entrance doors to make the entire courthouse secure. Chairperson Kleinhardt agreed.

Chairperson Kleinhardt reported he and a couple others met with an outside company (STT) and they recommended the security station be moved to the main entrance doors. Chairperson Kleinhardt instructed the Security Committee to start the process to doing so and asked that the committee look for grants to get a new metal detector. Administrator Byard suggested the first of the year.

Administrator Byard passed out a Policy regarding exempt employee's paid leave for review at next meeting.

Administrator Byard is working with Treasurer Beemer-Fritzinger on the County incentive plan.

COMMUNITY SERVICES DIRECTOR

No report given



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COMMITTEE REPORTS/CONSENT CALENDAR

A. Justice Committee

1. Roof top Duct Work

It was moved by Commissioner Hoefling, seconded by Commissioner Strouse to approve the Sheriff's Dept. completing their Roof Top Duct Work repair project through Parsons Insulation in the amount of \$48,950.00 over the course of five years with no interest from existing funds within the 351-931-002 HVAC Line Fund. Chairperson Kleinhardt asked for discussion, Commissioner Strouse asked if this money was already in the budget, Commissioner Majewski confirmed there would be no additional money for different HVAC problems, Commissioner Fitzpatrick noted there is a quote to just repair the problem instead of purchasing new, Commissioner Majewski confirmed there would be no money left for 5 years for any repairs that may be needed. Motion carried.

B. Health and Human Services Committee

1. FY20 Grant Region VII

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to approve the Fiscal Year 20 grant from Region VII Area Agency on Aging in the amount of \$230,979.00. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

2. Meal Site

It was moved by Commissioner Haskell, seconded by Commissioner Majewski to approve an alternate site for the Clare meal site as long as we stay in the original approved budget. Chairperson Kleinhardt asked for discussion, Commissioner Haskell asked if the first site fell through, Commissioner Majewski confirmed it did. Commissioner Haskell asked why Director Phelps couldn't find a site and then ask for permission. Commissioner Majewski stated the Board approved a specific location so Director Phelps needed to ask permission to look for a new site, motion carried.

3. Senior Services Mileage

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Haskell to approve Senior Services to reimburse all mileage for staff and volunteers at the same rate as Region VII. Chairperson Kleinhardt asked for discussion, Vice Chairperson Pitchford asked what that rate was, Administrator Byard did not know, motion carried.

C. Physical Resources and Economic Development Committee

1. Resolution 19-20

It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford to adopt Resolution #19-20, Clare County Transportation Millage Proposal. Chairperson Kleinhardt asked for discussion, there was discussion regarding their current budget, Mr. Tom Pirnstill explained the need for a .2 millage increase to expire at the same time the .3 expires and then in 2022 they will ask for a renewal of .5.

Roll call vote revealed:

Yeas: (7) being Commissioners Majewski, Pitchford, Strouse, Haskell, Hoefling, Fitzpatrick, and Kleinhardt.

Nays: (0)

Absent: (0)

Motion for Resolution carried



November 20, 2019

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Physical Resources and Economic Development Committee

2. Renew Clare County Airport Committee

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to approve the Agreement to Establish the Clare County Airport Committee between County of Clare, Township of Hayes and the City of Harrison. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

D. **Finance and Administration Committee**

1. Statutory Finance Committee

It was moved by Commissioner Hoefling, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of October 21, 2019 in the amount of \$78,298.19 and November 4, 2019 in the amount of \$137,328.83. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

2. Monthly Expenditures

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Haskell to approve the expenditures for the month of October 2019 in the amount of \$5,813,453.85 with the General Fund expenditures totaling \$1,417,769.60. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

3. Budget Adjustments

It was moved by Commissioner Haskell, seconded by Commissioner Majewski to approve Budget Adjustment #20-10, 20-11 and 20-12 in the amount of \$23,600.00, \$16,655.00 and \$8,694.24 to be distributed. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

4. Gypsy Moth Discussion

The previous 1 mil was discussed and Commissioner Majewski thought .5 mills would be sufficient for 2 years, and does not want to tax the people more than needed.

5. New Hardware

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to allow the Register of Deeds to purchase new hardware in the amount not to exceed \$34,011.25 out of the 256 automation account. Chairperson Kleinhardt asked for discussion, Register of Deeds Lori Martin explained she leases the hardware from the current vendor, and she has switched vendors and needs to purchase new hardware from existing funds, motion carried.

6. Board of Canvassers

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to appoint Jean Gaskill to the Clare County Board of Canvassers effective December 20, 2019 thru October 31, 2023. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

7. Fee Veteran I.D. card

It was moved by Commissioner Strouse, seconded by Commissioner Hoefling to set the fee for the purchase of a Veterans I.D. Card at \$10.00. 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 November 2019 election and that it has been certified. Clerk/Register of Deeds Martin echoed Sheriff Wilson's plea to start having workshops regarding the budget, and does not want to be in a panic again during budget time next summer.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzingler gave an update on rabies clinic, they sold 101 dog licenses.

CHAIRPERSON'S REPORT

Chairperson Jack Kleinhardt reported that he signed and sent letters to the 3 young men that earned their Eagle Scout, Charlie Halmling, Nathan Allen, and Kyle Frost.

VICE CHAIRPERSON'S REPORT

Vice Chairperson Samantha Pitchford commented on the overstated revenues by the Department Heads. She doesn't think it does any good to sit around and talk about it, they need to do something. She indicated that they hold many budget meetings, make cuts, and then put them back in before the budget passes.

COMMISSIONER'S REPORT

Commissioner Majewski stated they have 10 years of revenues that they can use to go by for the budget process and questioned why if the 2018 revenues were \$12 million, why did they project for 2019 \$12.8 million.

Commissioner Strouse has been attending his meetings. It looks to him like the public wants to go to a 5-member board, he would like to see them appointed vs. elected.

Commissioner Hoefling echoed what Commissioner Majewski and Vice Chairperson Pitchford stated. He also agrees with the Department Heads that there needs to be 2 meetings a month in order to work on the budget.

It was moved by Commissioner Hoefling, seconded by Commissioner Haskell to add a workshop meeting every month in addition to the regular board meeting. Chairperson Kleinhardt asked for discussion Vice Chairperson Pitchford does not agree with the second meeting because no decisions are ever made. Commissioner Majewski stated they need to reassess the entire county. Prosecutor Ambrozaitis agreed that a budget workshop is needed each month. If we all work together and learn how each office works instead of a mandate that we must cut employees every May, which stresses all of our employees out. We need open lines of communications. Prosecutor Ambrozaitis agreed that the board makes many hard decisions and makes cuts, but then votes all the cuts back in, motion carried.

Commissioner Haskell left the meeting at 1:20 p.m.

Administrator Byard stated they can have a workshop, but it needs to be set up so they can make motions.

Commissioner Fitzpatrick discussed the road commission issue.

STATE OF THE COUNTY BUDGET

Treasurer Beemer-Fritzingler handed out the same sheet she handed out in September (Revenue Trends 2009 through Projected 2019), and explained that she had to put additional tax money into the general fund at the end of FY 2019 because of the additional unexpected money the county had to put out with DHHS and other items. Her job, as the Treasurer and Cash Manager, is to make sure the county ends the fiscal year with a positive cash balance. At the end of the fiscal year the county

STATE OF THE COUNTY BUDGET - continued

had to pay back two loans, the tax anticipation note in the amount of \$1,500,000.00 plus \$20,000.00 in interest and the delinquent tax and tax reutilization funds \$1,100,000.00 that she, the Treasurer, advanced on top of the \$600,000 appropriation from the delinquent tax revolving fund and \$450,000.00 appropriation from the tax reutilization fund, (\$1,050,000). The fund balance is being used for capital outlay, revenues are being inadvertently overstated without adjusting expenses, the child care funds are needing more funding, and the Indigent Defense Fund required at the end of the fiscal year an additional \$122,000.00 that was not budgeted. It appears FY 2019 will end with a lower ending fund balance than originally projected, which will trickle into the FY 2020 beginning fund balance.

Chairperson Kleinhardt suggested to put the HEADLEE override on the ballot. Commissioner Majewski thought the non-mandated services should be cut first. One suggested cut was courthouse security.

Clare County has lower millages than other Michigan Counties in comparison to the services provided.

PUBLIC COMMENT

None

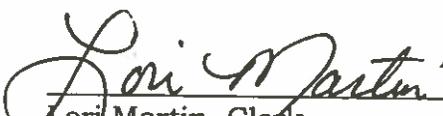
UNFINISHED BUSINESS

Administrator Byard directed the Board of Commissioners that if they intend to give raises as requested by the Judges that there must be a motion to do so. It was discussed that the Board will make that decision once they are presented with the budget adjustments.

NEW BUSINESS

None

Meeting Adjourned at 1:55 p.m.


Lori Martin, Clerk
Clare County Board of Commissioners


Jack Kleinhardt, Chairperson
Clare County Board of Commissioners