

**MINUTES OF THE CLARE COUNTY
BOARD OF COMMISSIONERS
ANNUAL ORGANIZATIONAL MEETING**

Harrison, Michigan 48625

Jan 2/19/2020
~~Unapproved minutes~~
January 15, 2020

Meeting was called to order at 9:00 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, James Olson, Christine Pechacek, and Liz Bouchey

ELECTION OF VICE CHAIRPERSON

Chairperson Kleinhardt called for nominations for vice chairperson. Commissioner Strouse nominated, second by Commissioner Hoefling, Samantha Pitchford as Vice Chairperson. Chairperson Kleinhardt asked for nominations again, hearing no more nominations Chairperson Kleinhardt asked for discussion, hearing none motion carried.

A. 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 Majewski, seconded by Commissioner Strouse, to approve the agenda with changes. Chairperson Kleinhardt asked for discussion, hearing none **motion carried**.

APPROVAL OF MINUTES

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Hoefling to approve the Board of Commissioners Minutes for December 18, 2019. Chairperson Kleinhardt asked for discussion, hearing none **motion carried**.

GENERAL PUBLIC COMMENT

Karl Hauser, Veterans Services Director gave an update that the grant that was previously vetoed by the Governor has been reinstated, and they expect to receive \$50,000.00 again this year, which will partially be used to fund the full time Veterans Services secretary position.

COMMUNICATIONS LIST

None

ADMINISTRATOR'S REPORT

Administrator Byard reported that the Senate has passed a bill regarding the road commission and the sunset has been taken out, but has not been signed by governor yet, provided updated recommendations from last meeting, told the Board if they are not comfortable with a road patrol millage maybe they can look at an animal shelter millage, and prepared an RFP (request for proposal) for janitorial services in which the building and grounds committee will review bids. Administrator Byard provided the Board with statistics regarding courts so they can compare with the previous year along with a copy of the 2020 revenues. Undersheriff Miedzianowski provided a MICR (Michigan Incident Crime Report) for use when looking at staffing reports for his department and reported that MAC (Michigan Association of Counties) contacted her and asked if Clare County Animal Control would speak to them about their no kill shelter and how our county has accomplished that.

COMMUNITY SERVICES DIRECTOR

None

PUBLIC HEARINGS/SPECIAL PRESENTATIONS

1. MGT of America Consulting- Cost Allocation plan discussion
Contract to be distributed.

Jim Olson, Director of MGT Consulting Group was present to talk about Clare County's central service cost allocation plan. Mr. Olsen explained that Ms. Byard allowed him to look at the 2019 plan and he found that there were a number of items in the plan that had not been maximized for reimbursement. Mr. Olsen proposed that MGT consulting Group would prepare the 2019 cost allocation plan, and do it by charging what is being paid now and guaranteeing that they will continue to get additional reimbursement money for the county, which the county and MGT will split that additional money, and listed several areas that are not currently included in the plan. Administrator Byard did not have the contract back from the county attorney yet for their review.

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Strouse to enter into an agreement with MGT of America Consulting to prepare the 2019, 2020, and 2021 plans on a fixed fee basis of \$7,500.00 up to a maximum of \$11,500.00. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

COMMITTEE REPORTS/CONSENT CALENDAR

A. Justice Committee

1. MIDC Grant

It was moved by Commissioner Hoefling, seconded by Commissioner Fitzpatrick to approve the Michigan Indigent Defense Commission Grant No. 2020-24, total authorized budget \$1,976,939.89 from October 1, 2019 to September 30, 2020. Chairperson Kleinhardt asked for discussion, Commissioner Strouse asked if anyone was here to speak on behalf of this almost \$2-million-dollar motion. Administrator Byard stated that is the budget that Karen Moore submitted to the State and to let Ms. Moore know if anyone had any questions, Chairperson Kleinhardt asked what happens if the amounts paid out exceed the amount budgeted and Administrator Byard confirmed the State will pay the additional costs, **motion carried.**

COMMITTEE REPORTS/CONSENT CALENDAR- continued

A. Justice Committee - continued

2. COPS Grant

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Strouse to approve the Sheriff Department to seek the COPS Grant for 3 full time road deputy positions for the next 3 years and utilize existing funding for any match requirements. This would be to fill 3 vacancies that exist not an additional 3 beyond what is approved in the budget. Chairperson Kleinhardt asked for discussion, Commissioner Majewski asked what existing funds, Undersheriff Miedzianowski confirmed the match funds would come from the full time line item and Undersheriff Miedzianowski confirmed line item 301, Commissioner Fitzpatrick asked if this is in addition to last month's approval to pay someone to go through the academy, Sheriff Wilson confirmed that fell through, the cadet did not make it through the academy, **motion carried.**

B. Health and Human Services Committee

None

C. Physical Resources and Economic Development Committee

No Report

D. Finance and Administration Committee

1. Statutory Finance Committee

It was moved by Commissioner Haskell, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of December 16, 2019 in the amount of \$75,422.82 and December 30, 2019 in the amount of \$62,575.79. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

2. Monthly Expenditures

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to approve the expenditures for the month of December 2019 in the amount of \$1,554,585.59 with the General Fund expenditures totaling \$773,166.45. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

3. Budget Adjustments

It was moved by Commissioner Majewski, seconded by Commissioner Fitzpatrick to approve Budget Adjustment #20-22, 20-24 and 20-25 in the amount of \$2,000.00, \$8,056.00 and \$548.00 to be distributed. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

4. Fee Increase

It was moved by Commissioner Strouse, seconded by Vice Chairperson Pitchford to approve the Register of Deeds to increase her Grantor/Grantee, Mortgagor/Mortgagee and Record Review fee from \$5.00 per search to \$ 6.95 per search. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

5. MDOT Resolutions

It was moved by Commissioner Hoefling, seconded by Commissioner Haskell to approve Resolution of Intent #20-01 to apply for financial assistance for fiscal year 2020-21 for our public transportation program, Contract Resolution FY 2020-21 #20-02 which allows Tom Pirnstill to execute contracts with MDOT which are \$700,000.00 or less, Resolution authorizing adoption and ratification of Contract Clauses Certification #20-03 which governs how any transit project requirements apply and

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Finance and Administration Committee - continued

such clauses apply to all Federally funded contracts for FY 2020-21, and Resolution adoption and ratification of Public Act 51 to maintain an accessibility Plan with MDOT #20-04 addressing accessibility for all residents. Chairperson Kleinhardt asked for discussion, hearing none

Roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion for Resolutions carried

6. Fee Change

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Haskell to approve a change in the Register of Deeds Laredo tract search fee from \$15.00 per 15 minute increments to \$1.00 per minute.

Chairperson Kleinhardt asked for discussion, Register of Deeds Martin explained her reason for the requested change **motion carried.**

DRAIN COMMISSIONER'S REPORT

Drain Commissioner Carl Parks gave an update on the projects he is working on D, including replacing the stop logs on the dam on Doc and Tom Lake, which is going to be over \$10,000.00. Drain Commissioner Parks put the project out to bid, but only 1 returned a bid, and wanted the Commissioner's to know why he only received 1 bid.

CLERK/REGISTER OF DEEDS REPORT

Clerk/Register of Deeds Lori Martin reported she attended a Budget Workshop to get a better idea how the workshop works vs. a board meeting and will update the Administrator on her findings, the March Election is ready to go, Clerk's office will be running the Redding Township March Election because of another change in Township Clerks, Clerk/register Martin asked the Board if they are going to appoint someone else to sit on the Courthouse Security Committee to replace the Administrator who recently resigned from the committee, she is also putting together a cheat sheet for parliamentary procedures for herself and the board members. Clerk/Register is having problems getting multiple bids for a small window project, only 1 builder responded. Chief Deputy Clerk Stacy Pechacek reported that in 2019 Clerk Martin's office collected \$240,474.63 in fines, costs, and attorney fees through the collections program in addition to the \$122,000.00 in restitution collected.

TREASURER'S REPORT

Chief Deputy Treasurer Janet Price was present. No report given.

CHAIRPERSON'S REPORT

Chairperson Jack Kleinhardt discussed prison reform.

VICE CHAIRPERSON'S REPORT

Vice Chairperson Samantha Pitchford attended all her meetings.

COMMISSIONER'S REPORT

Commissioner Majewski attended his meetings and talked about the 1,500 residence that can't pay their taxes. Sheriff Wilson and Chief Deputy Price confirmed only about 1% of those 1,500 don't actually pay their taxes and that the Treasurer's office works with people so they don't lose their land.

COMMISSIONER'S REPORT - continued

Commissioner Strouse missed his Grant Township meeting. Clare County is #2 in the state for medium to low income in the state. Then Commissioner Strouse confirmed that if the Board of Commissioner's is going to change the Road Commission from elected commissioners to appointed road commissioners that decision must be made today if they are going to do so. After much discussion a motion was made.

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to take applications and interview for two appointed positions to finish out this year and then sent to the ballot for the people to elect to fill the two appointed positions. These two positions will have the salary, but not the option of taking the health insurance for the appointed term and future. Commissioner Majewski asked for the motion to be tabled and be voted on a little later in the meeting. **Motion tabled.**

Commissioner Hoefling was only able to attend 2 meetings because of scheduling with the holiday. Greenwood Township is hosting a meeting on March 31, 2020 from 9:00 a.m. – 12:00 p.m. regarding how a gravel road is built.

Commissioner Fitzpatrick missed several of his meetings in the last month because of scheduling conflicts. Commissioner Fitzpatrick also spoke about all the millages that will be on the upcoming ballots in 2020 and there is not enough money to fund all the good programs that are out there needing funding.

Commissioner Haskell has been laid up for a month with medical issues and has not attended any meetings.

Recess at 11:13 a.m.

Back in Session at 11:32 a.m.

TABLED MOTION

Chairperson Kleinhardt brought tabled motion back for vote:

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to take applications and interview for two appointed positions to finish out this year and then sent to the ballot for the people to elect to fill the two appointed positions. These two positions will have the salary, but not the option of taking the health insurance for the appointed term and future. Chairperson Kleinhardt asked for discussion, the deadline to apply for the appointment will be January 31, 2020 and the full Board of Commissioners will conduct the interviews. After significant discussion, **motion carried.**

STATE OF THE COUNTY BUDGET

Administrator Byard confirmed that the lights in the Administration wing have been fixed and the county now has a supply closet. A date was set for the next Budget Workshop for February 5, 2020 at 9:00 a.m.

Commissioner Strouse asked Treasurer Jenny Beemer-Fritzinger for an updated report on the 2020 Budget. Treasurer Beemer-Fritzinger reported that to end November she had to put in the full appropriations from the tax money plus she had to advance from the Tax Reversion Fund in order to get through November. The County will need the tax anticipation loan sooner than normal and for more money than last year.

PUBLIC COMMENT

Chris Pechacek urged the Board of Commissioners to get input from every department and for the County Administrator to meet with each department head individually. People want to be respected enough to have someone meet with them face to face to hear their input. Since 80% of your budget is personnel you should get that input from the department heads.

January 15, 2020

PUBLIC COMMENT - continued

Michelle Ambrozaitis announced that Eilisia Schwarz is receiving her 15 years in prosecution award in February.

Treasurer Beemer-Fritzing was handling something in her office earlier and could not be here, but wanted to confirm that all the people on the list from the newspaper are not necessarily losing their property, some of the names are lien holders.

Chairperson Kleinhardt asked Administrator Byard to schedule time slots for each Department Heads to come in during the Budget Workshop to look at their budget/revenue and expenses on an individual basis.

Meeting Adjourned at 11:59 a.m.



Lori Martin, Clerk
Clare County Board of Commissioners



Samantha Pitchford, Vice Chairperson
Clare County Board of Commissioners