

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

Harrison, Michigan 48625

approved 5/20/202
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Unapproved minutes
April 22, 2020

Meeting was called to order at 10:02 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

Jesse Bellenger and Michelle Ambrozaitis

APPROVAL OF AGENDA

It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford, to approve the agenda. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

APPROVAL OF MINUTES

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to approve the Board of Commissioners Minutes for March 30, 2020. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

GENERAL PUBLIC COMMENT

None

COMMUNICATIONS LIST

No discussion regarding communications list

ADMINISTRATOR'S REPORT

Administrator Byard handed out copies of millages that have previously been discussed for consideration of the Commissioners, she has been researching furlough and layoffs and found that they are the same thing except that if you furlough an employee, you are guaranteeing they will be called back to work, they also keep their health insurance, and accrue vacation and sick time. Administrator Byard asked how

ADMINISTRATOR'S REPORT - continued

the County is going to re-open, Chairperson Kleinhardt stated they needed an order from the Governor before making a plan.

COMMUNITY SERVICES DIRECTOR

Clerk Lori Martin gave the report on behalf of Community Services Director Lori Phelps. Director Phelps is working to create a mobile app for building permits, online building permit applications are already available, Director Phelps is working with Pam O'Laughlin to write a grant for small businesses in Clare County,

PUBLIC HEARINGS/SPECIAL PRESENTATIONS

Equalization Director Pete Peterson started the Equalization Session of the Board of Commissioners. Assessed values went up in Clare County by 6.55%, taxable value went up 3.5%, inflation multiplier is 1.9%, and are looking at an increase to the county of 3.5% (\$180,000.00) to the county's revenue. Clare County did grow last year.

1. Resolution #20-06

It was moved by Commissioner Strouse, seconded by Commissioner Hoefling to accept the equalized value recommendation presented by the County Equalization Director of \$1,378,032,082.00 for Clare County set forth in Resolution # 20-06. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion for Resolution carried

COMMITTEE REPORTS/CONSENT CALENDAR

A. Justice Committee

1. Assistant Prosecutor

It was moved by Commissioner Hoefling, seconded by Commissioner Haskell to allow the Prosecuting Attorney to hire an Assistant Prosecutor to fill an already existing and budgeted position that is vacant as of March 13, 2020, with a salary to be set somewhere within the \$40,000.00 - \$50,000.00 range depending upon experience of the chosen applicant. The salary of the new attorney hire will not exceed that of the outgoing assistant prosecutor who was paid at the top of that range, specifically \$50,384.70. Or, in the alternative, to allow the Prosecuting Attorney to hire a paralegal at the entry level pay scale in the union contract, which is \$29,000.83 (\$14.872/hr) or legal secretary at the entry level pay scale in the union contract, which is \$27,007.13 (\$13.850), to fill an already existing and budgeted position that will be vacant as of March 31, 2020. The Prosecuting Attorney may utilize her discretion in determining which individual within those two categories best suits the needs and requirements of her office to fill 1 vacancy in her office. Chairperson Kleinhardt asked for discussion, Prosecutor Ambrozaitis confirmed she was aware the Board of Commissioners asked and paid for an opinion from their civil attorney regarding this position, and that opinion was that the county is contractually obligated to fill the position. Prosecutor Ambrozaitis went on to outline the statutory obligations, the contractual obligations, and explained in great detail the cases this position is obligated to work on, including but not limited to, child support and paternity. Her office pursues child support and paternity on behalf of the state. The county is only obligated to pay 34% of the payroll out of the general fund for this position. Prosecutor Ambrozaitis

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Justice Committee - continued

confirmed if the Board of Commissioners does not allow her to fill this position, they will be in breach of contract. Commissioner Majewski suggested to wait on filling the position while the Commissioner's look at the contract, and get a second opinion other than the county civil attorney and the county prosecuting attorney. Roll call vote revealed:

Yeas: (2) being Commissioners Hoefling and Haskell

Nays: (5) being Commissioners Fitzpatrick, Strouse, Pitchford, Majewski, and Kleinhardt

Absent: (0)

Motion failed

2. Resolution #20-07

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to approve the 911 Plan Amendment with Resolution # 20-07. Chairperson Kleinhardt asked for discussion, after a brief discussion roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion for Resolution carried

3. Resolution 20-08

It was moved by Commissioner Haskell, seconded by Commissioner Hoefling to approve Resolution #20-08 authorizing the election proposal for Clare County E911/ Central Dispatch to increase the monthly surcharge rate and certifying the ballot language. Chairperson Kleinhardt asked for discussion, after 911 Dispatcher Marlana Terrian explained the funds expected to be collected and the projected use of funds, roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion for Resolution carried

4. Eagle Scouts

It was moved by Commissioner Hoefling, seconded by Commissioner Fitzpatrick to send letters on behalf of the Board of Commissioners to recognize Mr. William Bell and Mr. Josh Mangus for their accomplishments in earning the rank of Eagle Scott, and allow the Chair to sign. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

5. Letter of Understanding

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Haskell to approve allowing the Sheriff Department Bargaining Units/ Union Staff to receive a ½ hour comp time for every hour worked during the COVID-19 Stay Home Order and/or Response Period as of 03-19-20.

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COMMITTEE REPORTS/CONSENT CALENDAR - continued

Justice Committee - continued

Chairperson Kleinhardt asked for discussion, after a time of discussion roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

6. It was moved by Commissioner Haskell, seconded by Commissioner Hoefling to include Rudy and Bob from the Animal Control in the same program as the Sheriff's Department. Chairperson Kleinhardt asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

B. Health and Human Services Committee

1. Reappoint Mike Tobin

It was moved by Commissioner Majewski, seconded by Commissioner Strouse to reappoint Mike Tobin to Region VII Area Agency on Aging Governing Board with term to expire March 31, 2023. Chairperson Kleinhardt asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

2. Resolution #20-10

It was moved by Commissioner Strouse, seconded by Commissioner Fitzpatrick to approve Resolution #20-10 (the cost of acquiring an existing building and constructing, equipping and furnishing comprehensive renovations to said building to house facilities for the County's Senior Services Council on Aging the "Project"), intent to issue its limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$545,000.00 to finance all or part of the cost of the Project. The County hereby declares that it reasonably expects to seek reimbursement for its advances to the Project as anticipated by this resolution Chairperson Kleinhardt asked for discussion, Commissioner Strouse asked if the County would be obligated to the loan, Commissioner Majewski confirmed that this is strictly Council on Aging and no money would come from the County. Commissioner Haskell reiterated it is a bond and it sounds like the County would be responsible. Director Phelps confirmed the USDA will issue the loan once the bonds are done and all the funds to pay the bond counsel come out of the USDA dollars, roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion for Resolution carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Health and Human Services Committee - continued

3. Bond Counsel

It was moved by Commissioner Majewski, seconded by Commissioner Strouse to approve the agreement between Dickinson Wright PLLC as Bond Counsel with Clare County. Chairperson Kleinhardt asked for discussion, hearing none, roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

C. **Physical Resources and Economic Development Committee**

1. MSUE, Clare County 2019-2020 Annual Report
No report was given.

2. Resolution 20-09

It was moved by Commissioner Hoefling, seconded by Strouse to approve Resolution # 20-09, that the following proposal be submitted to the qualified voters of the County of Clare on Tuesday, August 4, 2020, in the state primary election: Clare County Millage for Michigan State University Extension Services and 4-H. Chairperson Kleinhardt asked for discussion, Sherry Spoolman gave update on how much revenue would be brought in and what the funds would be used for, roll call vote revealed:

Yeas: (6) being Commissioners Hoefling, Strouse, Pitchford, Majewski, Haskell, and Kleinhardt.

Nays: (1) Commissioner Majewski

Absent: (0)

Motion for Resolution carried

3. Janitorial Contract

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to approve a janitorial contract between AWOL and Clare County for 3 years to begin May 1, 2020. Chairperson Kleinhardt asked for discussion, there was discussion that AWOL had not asked for an increase in the previous 7 years, roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

D. **Finance and Administration Committee**

1. Statutory Finance Committee

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of March 30, 2020 in the amount of \$123,846.78 and April 15, 2020 in the amount of \$171,999.83. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Finance and Administration Committee - continued

2. Monthly Expenditures

It was moved by Commissioner Haskell, seconded by Commissioner Hoefling to approve the expenditures for the month of March 2020 in the amount of \$2,593,202.95 with the General Fund expenditures totaling \$873,162.90. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

3. Budget Adjustments

It was moved by Commissioner Strouse, seconded by Commissioner Haskell to approve Budget Adjustment #20-56 and 20- 58 in the amount of \$ 3,546.12 and \$26,000.00 to be distributed. Chairperson Kleinhardt asked for discussion, after discussion on what the adjustments were for roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

4. Remonumentation Plan Agreement

Lori Martin, County Clerk – Register of Deeds gave a report written by County Surveyor Paul Lapham. 2019 remonumentation agreement with the State of Michigan has been completed and we have received final payment. The 2020 grant application has been approved and we have received the initial payment. State Legislatures have mandated that all counties submit a revised county plan. Our final inventory concludes that they have remonumented 1,793 corners and have 623 corners to be completed.

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to approve the agreement extending the 1993 Remonumentation plan agreement between Clare County and Lapham Associates. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

5. Peer Review Group

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to approve the Peer Review Group of Larry Cavanagh, P.S., Jerry Jones, P.S., and W.B. Ruddell, P.S. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

COMMITTEE REPORTS/CONSENT CALENDAR - continued

Finance and Administration Committee - continued

6. Remonumentation Plan

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Strouse to approve the 2020 Revised County Remonumentation Plan. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

7. Unsold Parcels

It was moved by Commissioner Haskell, seconded by Commissioner Majewski to transfer the seven unsold parcels to the Land Bank with Board Chair to sign. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

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

Nays: (0)

Absent: (0)

Motion carried

CLERK/REGISTER OF DEEDS REPORT

Clerk/Register of Deeds Lori Martin gave an update on the filing deadline and who filed for what county-wide offices.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzinger reported that her office has been here working full time since COVID-19 started trying to keep the county solvent and keeping the finances rolling. Treasurer Beemer-Fritzinger just finished settlement and is preparing pay out to all the townships/cities in the amount just under \$4.4 million. Her office has sent out 6,300 delinquent tax notices, sent over to the Register of Deeds 1,040 forfeiture notices for the 2018 taxes, and the Governor extended the redemption deadline for 2017 and prior years' taxes to May 29, 2020 or 30 days after the expiration of the executive order, whichever occurs later.

CHAIRPERSON'S REPORT

Chairperson Jack Kleinhardt had nothing to report.

VICE CHAIRPERSON'S REPORT

Vice Chairperson Samantha Pitchford had nothing to report.

COMMISSIONER'S REPORT

Commissioner Majewski had nothing to report.

Commissioner Strouse talked about his plans of retirement and his time as a commissioner.

Commissioner Hoefling has been sending his reports to the townships instead of attending meetings. Commissioner Hoefling announced he, just that week, graduated from Alma College with a Bachelors of Art and Political Science degree.

COMMISSIONER'S REPORT

Commissioner Fitzpatrick hasn't been going to meetings, but talked about how COVID-19 has affected the farmers in our area.

Commissioner Haskell hasn't been going to meetings.

Vice Chairperson Pitchford left the meeting at 12:06 p.m.

STATE OF COUNTY BUDGET

There was a great deal of discussion regarding cutting employees, employee pensions, employee health insurance, animal control, and road patrol.

It was moved by Commissioner Haskell, seconded by Commissioner Hoefling to approve Resolution 20-11 allowing a millage for animal control to be placed on the August 4, 2020 ballot. Chairperson Kleinhardt asked for discussion, Rudy from the animal shelter agreed with the decision to place animal control on the ballot, roll call vote revealed:

Yeas: (5) being Commissioners Haskell, Hoefling, Fitzpatrick, Strouse, and Kleinhardt.

Nays: (1) Commissioner Majewski

Absent: (1) Vice Chairperson Pitchford

Motion for Resolution carried

Sheriff Wilson also confirmed he, the Clerk, the Treasurer, and the Prosecutor are meeting and they are scared about the whole state of the county and are trying to figure some things out in regard to the budget.

A road patrol millage was discussed in great length. Commissioner Hoefling confirmed that the commissioners are not raising taxes on the people, but the people are deciding whether or not they want certain services, such as road patrol when they vote for or against an issue on the ballot.

It was moved by Commissioner Hoefling, seconded by Commissioner Haskell to place the road patrol millage on the August 4, 2020 ballot. Chairperson Kleinhardt asked for discussion, Treasurer Beemer-Fritzinger asked the board to think about this financially, she does not believe that if they do all the suggested proposals, the amounts listed are necessary, the amounts would need to be reduced. Treasurer Beemer-Fritzinger is not seeing anyone looking at the budget on a daily basis (Treasurer Beemer-Fritzinger manages the incoming revenues in the budget, not the expenditures), budget adjustments need to be being made frequently, the numbers given before COVID indicated the county was in danger, the way the budget is today the county would end with another \$500,000.00 deficit. Treasurer Beemer-Fritzinger called and talked with Gladwin County, they have millages and are not in the same cash deficit as Clare County. If the Board of Commissioners want to keep the services we have, it is inevitable, they will have to ask for millages.

STATE OF COUNTY BUDGET

Commissioner Strouse wants to see what employee layoffs can be made, insurances can be cut to the employees, and concessions that can be made by the employee retirements before adding any millages to the ballot.

Sheriff Wilson suggested to wait until after the August election to decide on the road patrol millage, see where the county budget is at after making cuts and seeing if the animal control millage passes. Clerk/Register Martin confirmed the deadline to file for a proposal on the November ballot is August 11, 2020.


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STATE OF COUNTY BUDGET - continued

It was moved by Commissioner Hoefling, seconded by Commissioner Haskell to rescind the prior motion to place the road patrol millage on the August 4, 2020 ballot. Chairperson Kleinhardt asked for discussion, hearing none roll call vote revealed:

Yeas: (6) being Commissioners Hoefling, Haskell, Fitzpatrick, Strouse, Majewski, and Kleinhardt.

Nays: (0)

Absent: (1) Vice Chairperson Pitchford

Motion carried

Administrator Byard asked the Board what is the county going to do if the stay at home order is extended. No decision was made.

Commissioner Majewski asked the employees come up with a package to offer for early retirement and not replace those employees.

Commissioner Strouse left the meeting at 12:56 p.m.

Commissioner Strouse returned to the meeting at 12:58 p.m.

PUBLIC COMMENT

There were several members of the public that made comments and asked questions regarding road patrol, corrections officers, insurance, layoff, and furlough.

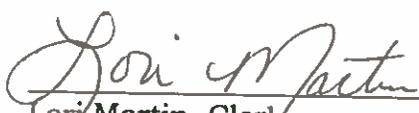
UNFINISHED BUSINESS

None

NEW BUSINESS

None

Meeting Adjourned at 12:59 p.m.



Lori Martin, Clerk
Clare County Board of Commissioners



Jack Kleinhardt, Chairperson
Clare County Board of Commissioners