

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

Harrison, Michigan 48625
March 16, 2016

4/20/16
Unapproved Minutes
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Meeting was called to Order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

Present Commissioners: District 1: Dale Majewski, District 2: Samantha Pitchford, District 3: Leonard Strouse, District 4: Jack Kleinhardt, District 5: Donald David, District 6: Karen Lipovsky, District 7: Jim Gelios

Absent: None

Others Present, Signing In: None

APPROVAL OF AGENDA

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve the agenda with changes as noted below. Motion carried.

Add: Closed Session, Land Acquisition Discussion

Add: Under Communication List, Road Commission Act 51 Report

Add: Under Physical Resources and Economic Development, Airport Board Appointment

Add: Under Finance and Administration, Discussion on Court Closing for Snow Day

Add: Under Justice, Sheriff Vehicle Lease Options

Add: Under Justice, Law Enforcement Service Contract, Greenwood Township

Add: Under Physical Resources and Economic Development, Roof Contract

Add: Under Physical Resources and Economic Development, Contract for Parking Lot Engineering

Add: Under Physical Resources and Economic Development, Utilization of Space Former Health Department

Add: Under Physical Resources and Economic Development, Remonumentation Contract

APPROVAL OF MINUTES

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve the minutes of the February 17, 2016, Board Meeting as presented. Motion carried.

GENERAL PUBLIC COMMENT

Tom Winarski, candidate from Gladwin County running for the 97th State House of Representative appeared before the Board to introduce himself and discuss his credentials for the House seat.

COMMUNICATIONS LIST

Lake County – Resolution #1342, Opposing House Bill 5232 and Senate Bill 0720

Bay County – Resolution #2016-59, Opposing Section 28 of the Executive Budget Proposal for FY 2017

Clare County Road Commission, Fiscal Year 2015 Act 51 Report

ADMINISTRATOR'S REPORT

Administrator Tracy Byard referred to her written report. She noted that she had attended the Michigan Association of Counties Conference (MACC) and heard from Lt. Governor Brian Calley who discussed Section 298 regarding Community Mental Health along with the Flint water crisis. She also announced an Easter Egg Hunt schedule change to March 26, rescheduling of the Emergency Management Training to the April meeting at 1:00 p.m. and that postage rates would be going down \$.02

PUBLIC HEARING SPECIAL PRESENTATION-NONE

JUSTICE

It was moved by Commissioner Dale Majewski, seconded by Commissioner Samantha Pitchford, to adopt Resolution #16-09 National Crime Victim' Rights Week, April 10-16, 2016.

Roll call vote revealed:

Yeas: (7) being Commissioners Majewski, Pitchford, Gelios, David, Lipovsky, Strouse, and Kleinhardt

Nays: (0)

Absent: (0)

Resolution adopted.



JUSTICE-CONTINUED

Undersheriff Dwayne Miedzianowski provided information and a presentation on four lease options for road patrol vehicles. He noted that payment on the leases would not impact the budget until FY2017 while vehicles would be made available to the department shortly after signing. Options ranged from four to nine vehicles, used vehicles vs. new, maintenance options, mileage restrictions and various other options.

Much discussion followed with many questions asked but because new information was being presented Commissioner Majewski requested that any vote be delayed to allow an opportunity to more thoroughly review the information. Commissioner Strouse asked if the lease could be delayed until the 2017 budget with the Undersheriff stating that vehicles were falling apart now with high end dollar items such as engines and transmissions. Commissioner David again pointed out a need for additional meetings resulting in a motion for the additional meeting.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to hold an additional meeting on Tuesday, March 22 at 9:00 a.m. to discuss the lease vehicle matter and other necessary items. Motion carried.

Recess at 10:04 a.m.
Resume at 10:18 a.m.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Dale Majewski, to approve the Sheriff Department request to enter into a law enforcement service contract for dedicated road patrol services with Greenwood Township for \$5,000.00 from now until September 30, 2016. Motion carried.

HEALTH AND HUMAN SERVICES-NONE

PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve the Building Committee recommendation to reroof the entire county building and award the contract to Great Lakes Roofing in the amount of \$135,000.00. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Karen Lipovsky, to approve the building committee recommendation to award the contract for engineering of the parking lot to Huron Engineering and Surveying Inc. in the amount of \$10,000.00. Motion carried.

Commissioner David inquired about additional detail on the parking lot expansion and Lori Ware then distributed diagrams providing an explanation of a potential proposed parking lot expansion. She explained that the changes will facilitate approximately thirty extra parking spaces, possibly provide an island and bury utility wires. Discussion also took place on sewer and storm water drain issues.

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to approve the building committee recommendation for the utilization of space for the former health department. The motion was withdrawn by both makers as recommendations were not yet complete.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Donald David, to appoint Connie Cauchi as the City of Harrison representative to the Airport Board for a three year term with term to expire March 31, 2019. Motion carried.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Jim Gelios, to approve the contract between Lapham Associates and the Clare County Board of Commissioners for the completion of the 2016 Clare County Remonumentation Work Program. Motion carried.

A lengthy discussion and exchange ensued relevant to the airport and future direction. Administrator Byard requested that the Board consider approval of an Airport Authority Board indicating that the direction of the Board was changing and improvements were taking place. Commissioner David was in disagreement indicating that a county contribution of \$10,000.00 with City of Harrison and Hayes Township contributions of \$5,000.00 each was not proportionate and a burden on the county. He read language from the original deed noting the restrictions placed on the property at the time it was acquired and discussed an attorney opinions on the matter based on Board minutes from many years prior. He proposed that other options be reviewed and considered before making any decision on the Authority matter suggesting that the airport could be leased to the City of Harrison and Hayes Township for \$1.00 for a period of three years and reviewed again after that period.

Commissioner Gelios then indicated that there were really two issues at hand: does the county want to keep the airport and does the county want to form an Airport Authority Board. Liability was a topic of discussion and it was noted that county aviation insurance was separate from the other county liability insurance and was paid through airport funds. Questions arose as to who would then be responsible for insurance, paying taxes and other expenses. In addition it was state that there are hangers and a restaurant on the property that need to be considered and that these things should be covered before the Authority is formed, not after when problems might arise. Commissioner Gelios commented that as long as the county remained involved, it is for the benefit of the entire county and that is what the county is about. The issue will be further discussed at the additional added meeting set for March 22nd.

It was decided that a discussion on snow days and issues with the Courts and payroll would also be delayed until the additional meeting to be held on March 22nd.



FINANCE AND ADMINISTRATION

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve the Statutory Finance Committee meeting minutes of February 17, 2016 in the amount of \$63,132.94 and March 1, 2016 in the amount of \$185,676.80. Motion carried.

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Leonard Strouse, to approve the expenditures for the month of February 2016 in the amount of \$1,471,102.18 with the General Fund expenditures totaling \$792,674.39. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve Budget Adjustment #16-33 and #16-42 in the amounts of \$24,450.00 and \$1,000.00 respectively. Motion carried.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Karen Lipovsky, to renew a five year lease agreement with Pitney Bowes in the amount of \$467.51 per month for a postage machine and meter. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to adopt Resolution #16-08 Authorizing the County to Borrow \$1,000,000.00 in Anticipation of Collection of Taxes, "Tax Anticipation Note" and approve all required parties to sign as specified below:

- Tax Anticipation Note in the amount of \$1,000,000.00 – Board Chair and County Clerk
- Closing Certificate – County Clerk
- Nonarbitrage and Tax Compliance Certificate – Administrator
- Form 8038-G, Information for Tax-Exempt Governmental Obligations – Administrator
- Receipt of Treasurer – County Treasurer

Roll call vote revealed:

Yeas: (7) being Commissioners Lipovsky, Strouse, Pitchford, David, Gelios, Majewski, and Kleinhardt

Nays: (0)

Absent: (0)

Resolution adopted.

Clerk Pamela Mayfield, who was requesting additional staffing for the office, presented information to support her request. Emphasis was focused on circuit court staffing and the reasons why there is such a shortage in this area. She also sited additional workload as a result of the new Conceal Pistol Licensing (CPL) laws and other statutory requirements. Additionally, Clerk Mayfield said that she was not permitted to hire a new Chief Deputy to replace her vacated position when she took office in 2009. This resulted in great savings to the county but placed a burden on the office and staff. When asked about funding for the position she stressed the savings already realized by the county over the past years, \$275,000 plus benefits, and an ability to utilize some specialty fund money, like the new CPL fund recently created. After discussion she was asked to supply additional cost and funding information at the up-coming meeting.

There was no discussion on the Building Authority Bond topic. It was determined that this was requested but Treasurer Beemer-Fritzinger indicated that she was not informed it would be on the agenda. She added that this might be better discussed at an Ad hoc meeting.

CLERK'S REPORT

Clerk Pamela Mayfield distributed the new employees hired over the past month, distributed a Clare-Gladwin Regional Education Service District (RESD) brochure providing an overview of what the May ballot proposal was about and provided the election certification certificate for the recently pass 9-1-1 surcharge increase.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzinger also requested additional staffing for the office. She noted that employee numbers within the office have not changed while most other departments have realized additional staff. She stated that statutory duties have increased requiring her to pick-up much of the additional burden, working late and staff members limiting vacations and time off to help with office needs. She reported that she has full funding for the position with benefits. She was asked if this would then provide staffing to keep the office open during the lunchtime hours with her reply being that this would be an option noting that she would be open currently if it were safe to do so.

It was moved by Commissioner Donald David, seconded by Commissioner Leonard Strouse, to allow the Treasurer to hire a full time employee with funding to be fully paid from the tax foreclosure administrative fund with the office to remain open at lunch time. Motion carried.

The Treasurer went on to report that she is currently finishing up the current tax delinquent season with properties with unpaid taxes in danger of going into foreclosure. She noted that she has settled with fourteen entities waiting for confirmation from four others and will be meeting with the Village shortly. She has settled over \$36M of taxes buying back just over \$4M of delinquent taxes, down slightly from last year.

COMMUNITY DIRECTOR REPORT

Lori Ware distributed graphs and charts indicating utility costs and savings to the county based on research of past and present records. She also presented a printed overview of completed and on-going projects and status of each. She noted that true figures were in bold indicating completed projects; other costs are anticipated.

COMMUNITY DIRECTOR REPORT-CONTINUED

Questions arose about wants and needs for the Sheriff's Department but she stated that those items were not included in the bond proposal projects. After some discussion it was determined that the Sheriff's Department got estimates for a project and the cost for that entire project was \$1.5M alone and is not included in the current bond proposal. Ms. Ware also noted that some drawings have come in for the adult day care facility.

Additional items of interest presented by Ms. Ware included hot water change-out, upgrades to a system to provide automatic call outs to seniors, DTE disconnects at sites set for demolition, staffing increases, rental registration and work on the Master Plan for Parks & Recreation. She also noted that she was planning to move forward with inquiry on entry doors and requested direction as it will make a difference as to how she proceeds with bid requests.

COMMISSIONER REPORTS

- Chairperson Kleinhardt reported that he had attended the MAC conference hoping to get a better understanding on the MERS retirement. He indicated that Clare County is in far better shape than most and reported that Grand Traverse County is \$57M underfunded in their retirement account, very critical. He also attended a meeting on opiate use and abuse that has become epidemic. He stated that he has asked the administrator to review time clocks for future use.
- Commissioner Gelios attended numerous meetings but at the Michigan Works meeting it was brought up that the Michigan Department of Labor has received the appeal concerning the reorganization. He also noted that a commissioner from Roscommon County had been at one of the meetings attended and he reported that he had been contacted and told that the state was no longer going to house state prisoners in the local jails. He stated that he had spoken with Senator Emmons and she has said that it was all set at one time to move forward but there has been some delays. These things, if accurate, will impact the budget adversely.
- Commissioner Strouse took the opportunity to comment on employee health benefits stating that it is a benefit that is disappearing in some area. He reported that he has a brother-in-law that works in another state and noted that the county where he worked got so far behind financially that they cut insurance to all employees; his brother-in-law quit and went to work in another state.
- Commissioner Pitchford reported that at the Surrey Township meeting it was reported that the Surrey Township tax bills had an inaccurate date causing financial inaccuracies because of the inaccurate date issue. Redding and Winterfield Townships had issue as well. Discussion followed about a computer glitch as opposed to human error.
- Commissioner David wanted it noted that the reports presented earlier by Lori Ware represents a savings of over \$200,000.00 and it should be known that the savings are as a result of improvements made and why the county has made the decision to borrow money needed for additional improvements. He also made a statement about an Information Technology Committee, noting that there was not I.T. Committee formed rather it was a committee to review and evaluate the progress of the placement of I.T. personnel back under the direction of the Administrator.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to go into Closed Session to discuss land acquisition.

Roll call vote revealed:

Yeas: (7) being Commissioners Lipovsky, Majewski, Pitchford, Strouse, Kleinhardt, Gelios, and David

Nays: (0)

Absent: (0)

Motion carried.

Closed Session Begins: 12:51 p.m.

Closed Session Ends 1:04 p.m.

PUBLIC COMMENT-NONE

UNFINISHED BUSINESS-NONE

NEW BUSINESS

A brief discussion took place relevant to water expenses at the jail and what seems to be an undetermined and excessive flow of water through sewer lines. Ms. Ware will pursue this as one of her many added responsibilities.

Meeting adjourned at 1:14 p.m.



 Pamela Mayfield, Clerk
 Clare County Board of Commissioners



 Jack Kleinhardt, Chairman
 Clare County Board of Commissioners