

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

Harrison, Michigan 48625  
October 19, 2016

*11-16-16*  
**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:** Marty Johnson

**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: Under Finance – Discussion about Treasurer hiring for vacancy

Add: Under Physical Resources – Discussion about Airport Manager Position

**APPROVAL OF MINUTES**

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to approve the Minutes of the September 21, 2016 meeting. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Jim Gelios, to approve the Closed Session Minutes of September 21, 2016. Motion carried.

**GENERAL PUBLIC COMMENT**

Magistrate Karen Moore introduced two new employees within the office: Jennifer Tilson, a 15-year employee from the Sheriff's Department, and Dee Lindeman.

Marty Johnson announced the grand opening and ribbon cutting ceremony of the Harrison City Market scheduled for October 20<sup>th</sup>. He also noted that on November 5<sup>th</sup> a steam locomotive would be coming into Clare from Owosso.

**COMMUNICATIONS LIST**

Scoutmaster Troop 620 - Letter requesting recognition for Adam Torr, James Dietsch, and Stephen Conroy earning rank of Eagle Scout.

Administrator Byard has composed a congratulatory letter for the accomplishment and achievement of all three.

**ADMINISTRATOR'S REPORT**

Administrator Tracy Byard attended the Middle Michigan Development Corporation quarterly meeting noting that although Clare County chose not to be a member the public is allowed to attend. The speaker that day reported a significant increase in manufacturing jobs indicating an improved economy. She also reported on the airport fly-in which attracted about sixteen planes and community members. She also discussed the need for a new plow truck and provided bids for review. It was discussed that both senior services and the animal shelter would be able to help contribute to the purchase.

**PUBLIC HEARINGS/SPECIAL PRESENTATION**

Pete Preston, Preston Community Services along with Tina Moore of the Equalization Department were present to distribute and discuss the yearly Apportionment Report. The report is put together according to law, spread by the Board and then provided to the State. Mr. Preston noted that information was accurate with some handwritten information added stating that there was a late roll-out of new forms. He reported on the transition of business as going well and when questioned about items he stated he would be willing to prepare information specific to questions.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to accept the Appointment Report as presented and authorize the Equalization Director to spread the tax. Motion carried.

Jim Shuster, IT Department provided a presentation on the restructure of the Information Technology Department and provided information for staffing that could provide cost savings or increases based on proposal accepted. His recommendation to accept the proposal of Kelly Services would provide a savings of approximately \$24,000 annually.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to accept and approve the proposal of contracting with Kelly Services for an IT Assistant at a cost not to exceed \$45,000.00 for one year effective immediately and contract to align with the Clare County budget year with Board Chair to sign. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Jim Gelios, to approve the promotion and salary increase to \$48,000 for Jim Shuster changing title to Director and providing the increase because of additional responsibilities and also as a result of new labor laws under FLSA rulings that takes effect December 1, 2016 for salary paid employees. Motion carried.

**JUSTICE COMMITTEE**

It was moved by Commissioner Donald David, seconded by Commissioner Samantha Pitchford, to approve the Michigan Drug Grant Program FY 2017. Motion carried.

**HEALTH AND HUMAN SERVICES**

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to accept the Senior Services 2017 Grant, Annual Service Provider Designation, and renew the contractual agreement with Region VII Area Aging on Aging. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Jim Gelios, to approve the contract amendment proposed by DEQ for the Brownfield Redevelopment Loan and authorize Board Chair to sign. Motion carried.

**FINANCE AND ADMINISTRATION**

It was moved by Commissioner Jim Gelios, seconded by Commissioner Leonard Strouse, to approve the financial terms of the Clare County Airport Commission with Clare County paying \$10,000.00 annually and the township of Hayes and the City of Harrison paying \$5,000.00, each annually, per the previously approved agreement, approved at the March 22, 2016 Board Meeting. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Jim Gelios, to concur with the recommendations of the Airport Committee to terminate the airport managers contract as per Article XI and provide a thirty day notice to allow the county to move in a different direction. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Jim Gelios, to hire Kim Kennicott as the airport manager effective thirty days from this date, on a part-time basis, with wage not to exceed \$6,000.00 per year and money coming from the airport fund. Motion carried.

Recess at 10:23 a.m.  
Back in Session at 10:37 a.m.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to enter into closed session to discuss union negotiations.

Roll call vote revealed:  
Yeas: (7) being Commissioners Lipovsky, Strouse, David, Pitchford, Gelios, Majewski and Kleinhardt  
Nays: (0)  
Absent: (0)  
Resolution adopted.

**Closed Session** began 10:38 a.m.  
**Closed Session** end 12:04 p.m.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Karen Lipovsky to ratify the proposed settlement with POAM Non-Supervisory Unit, 9-1-1 Central Dispatch and COAM Command Units. Motion carried.

**PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT COMMITTEE**

Lori Ware presented a proposal to fund the membership allocation (\$12,500.00) to Middle Michigan Development Corporation (MMDC) through the use of Community Development dollars. She indicated that it was in the best interest of the department to retain membership and that Community Development had the funding to do so.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Karen Lipovsky, for Community Development to join Middle Michigan Development Corporation with funding to come from Community Development. Commissioner Strouse called for the vote with a further request made by Commissioner Gelios for a roll call vote.

Roll call vote revealed:  
Yeas: (7) being Commissioners Gelios, Lipovsky, Pitchford, David, Majewski, Kleinhardt and Strouse  
Nays: (0)  
Absent: (0)  
Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Samantha Pitchford, to approve the HVAC Scheduled Service Program with Answer Heating and Cooling. Motion carried

It was moved by Commissioner Jim Gelios, seconded by Commissioner Karen Lipovsky, to approve Resolution #16-20 Pledging Full Faith and Credit to Little Tobacco Intercounty Drain Note of the County for the prompt payment of the principal of and interest on the Note pursuant to Section 434 of the Act 40, Public Acts of Michigan, 1956 and have Board Chair to sign.

Roll call vote revealed:

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

Nays: (0)

Absent: (0)

Resolution adopted.

Commissioner Strouse exited the meeting for other commitments.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to approve the Statutory Finance Committee meeting minutes of September 27, 2016 in the amount of \$57,113.46 and October 11, 2016 in the amount of \$ 33,243.96. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Samantha Pitchford to approve the expenditures for the month of September, 2016 in the amount of \$2,893,805.08 with the General Fund expenditures totaling \$777,427.39. Motion carried.

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Dale Majewski, to approve Budget Adjustments #17-02, #17-03, #17-04 and #17-05, in the amounts of \$16,404.00, \$3,741.68, \$21,684.00 and \$15,182.15 respectively. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Donald David, to approve the Clerk's request to fill a part-time position vacancy. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve a contract between the Local Government Financial Services Division and the County of Clare for the audit for three years to include September 30, 2016, 2017 and 2018 with Board Chair to sign. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to amend agreement between the Clare County BOC and POAM-Non Supervisory, 911 & Corrections Units; COAM-Command Unit; UAW Units 1 and 2, effective from and after October 1, 2016, Attachment A, Health Insurance Reimbursement Policy, and Attachment C, Health Insurance shall be amended and replaced by the attached new Attachments A and C. Motion carried

It was moved by Commissioner Dale Majewski, seconded by Commissioner Donald David, to allow the Treasurer to fill a vacancy within the department. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to allow the Administrator and Undersheriff to look into buying a truck with a plow, for our plowing purposes, not to exceed \$35,000 with \$10,000 in funding coming from Senior Services and \$5,000 from the Animal Shelter budget. Motion carried.

**TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzinger discussed the second land sale noting that there were only ten parcels remaining with ninety-seven parcels sold. The remaining parcels must first be offered to the townships and cities where those parcels are located.

**COMMISSIONER REPORTS and COMMENTS**

- C/Kleinhardt reported that Verizon, AT&T and others are going to be expanding to 5G increasing web speeds from 10 – 100 faster than present speeds with all to be completed by year 2020.
- C/Gelios reported that he attended Hayes Township and there was an attorney present to discuss the medical marijuana law changes and how it impacts local area.
- C/Pitchford noted that she had received a phone call from a constituent expressing concern for the public safety in the crowded hallways. This resulted in a long discussion on the safety issues, what was planned, what could have been done and what still should be done. Concerns will continue to be reviewed.
- C/David noted that he would continue to express a need for two meetings a month to do county business even when no longer in office.

**PUBLIC COMMENT-NONE  
UNFINISHED BUSINESS-NONE  
NEW BUSINESS-NONE**

Meeting Adjourned at 1:06 p.m.

*Pamela Mayfield*  
Pamela Mayfield, Clerk  
Clare County Board of Commissioners

*Jack Kleinhardt*  
Jack Kleinhardt, Chairman  
Clare County Board of Commissioners