

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

*Jim* 6-21-17  
**Unapproved Minutes  
May 17, 2017**

**Harrison, Michigan 48625**

**Meeting was called to Order at 9:03 a.m.**

**PLEDGE OF ALLEGIANCE**

**Present:** Commissioners: District 1: Dale Majewski, District, District 3: Leonard Strouse, District 4: Jack Kleinhardt, District 5: Sandra Bristol, District 6: Karen Lipovsky, District 7: Jim Gelios

**Absent:** Commissioner Samantha Pitchford District 2

**Others Present, Signing In:** Roxanne Nicholas, Michigan Dept. Treasury and Mary Johnson

**APPROVAL OF AGENDA**

It was moved by Commissioner Majewski, seconded by Commissioner Strouse, to approve the agenda. Motion carried.

**GENERAL PUBLIC COMMENT - None**

**APPROVAL OF MINUTES**

It was moved by Commissioner Strouse, seconded by Commissioner Majewski, to approve the Minutes of the April 19, 2017 meeting. Motion carried.

**COMMUNICATIONS LIST**

Region VII AAA – Call for letters of intent. No discussion.

**ADMINISTRATOR'S REPORT**

Administrator Tracy Byard provided a copy of the budget calendar and needs a solid decision from the Board whether or not they will consider using the 2015 budget figures to provide to the department heads for their 2018 budget figures. Commissioner Kleinhardt asked if this could be held until towards the end of this meeting. Administrator Byard agreed.

Administrator Byard drew the Boards attention to the report from John Amrhein, MSU Extension Government and Public Policy Educator regarding the strategic planning session he facilitated for Clare County, the 2016 Annual Report from the Clare County Medical Examiner Dr. Paul Wagner, and Assessed Valuation from the Michigan Department of Treasury regarding the State's Assessed Valuation.

Administrator Byard also talked about a BBQ that is scheduled for Thursday, May 25, 2017 from 11:00 – 1:00 being put on by Clare/Gladwin Recovery Court to celebrate Recovery Court month and all Commissioners are invited.

There was a meeting at the Library in Clare hosted by MERS that Administrator Byard attended. There was a lot of interesting information they were provided including how MERS is working on a contract with a vendor regarding health care exchange, which would be of no cost to those that have an HSA through MERS.

Roxanne Nicholas from the Michigan Dept. Treasury is present to address the audit, but the County has not received a hard copy of the audit for their review. Commissioner Kleinhardt asked if they could postpone discussion until they had copies to review. All agreed they would do that.

**SPECIAL PRESENTATION**

Remonumentation Contract

Paul Lapham- Report on the 2016 Remonumentation Grant Program for Clare County. The Grant Program has been completed, approved by the State Office of Land Survey and Remonumentation, the final payment of \$34,526.00 was sent to Clare County on February 19, 2017 and has been received. The 2017 Grant program is ready to begin with Clare County Clerk, Lori Martin, being approved as the 2017 Remonumentation Grant Administrator, if approved by the Board.

Moved by Commissioner Strouse and Seconded by Commissioner Gelios to enter into an agreement with Lapham Associates for the 2017 Remonumentation Surveying Services not to exceed \$32,929.00. Chairperson Lipovsky asked for discussion. After discussion motion carried.

*LM* May 17, 2017

**Grant Advisor**

Moved by Commissioner Gelios and Seconded by Commissioner Strouse to allow Lori Martin, Clare County Clerk/ Register of Deeds be appointed the Clare County 2017 Remonumentation Grant Administrator. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**MSU Resolution #17-15**

Moved by Commissioner Kleinhardt and Seconded by Commissioner Strouse to approve Resolution #17-15 Clare County Board of Commissioners appreciates all the efforts of the Extension Office in Clare County. Chairperson Lipovsky asked for discussion. After discussion Commissioner Kleinhardt amended his motion to approve Resolution #17-15 Clare County Board of Commissioners appreciates all the efforts of the Extension Office in Clare County for the last 100 years. Motion carried.

Discussion - Michelle Neff, MSUE Extension Educator, presented that MSUE has been a part of Clare County for the last 100 years, since 1917. Ms. Neff invited the Board of Commissioners and the public to celebrate with them in the Courthouse Lobby on Tuesday, May 23, 2017 from 11:00 a.m. - 1:00 p.m.

**Roll call vote revealed:**

Yeas: (6) being Commissioners Kleinhardt, Strouse, Majewski, Gelios, Bristol, and Lipovsky

Nays: (0)

Absent: (1) Commissioner Pitchford

Resolution adopted

**COMMITTEE REPORTS/CONSENT CALENDAR**

**Justice Committee**

Discussion, allowing Animal Control to carry. Ruanne Hicks, Animal Control Director handed out a list of Animal Control Officer agencies that carry weapons/don't carry weapons. Director Hicks was asking the Board of Commissioners to allow Animal Control to carry a weapon while on duty/patrol. She confirmed that they are not asking to enforce dog licenses at gunpoint, but confirmed we are living in a different world today. Director Hicks then went on to explain several different incidents that they have experienced where the people were confrontational and Animal Control's only defense was pepper spray. An additional concern was animals that pepper spray does not work on such as cattle and some breeds of dogs. Undersheriff Miedzianowski spoke about the training his department would provide in addition to the concealed pistol license training they are prepared to take. There was a great deal of discussion regarding tasers, pepper spray, poles with ropes, legal ramifications, drug house protecting dogs, trained attack dogs, and illegal activities that Animal Control stumbles upon every day.

Moved by Commissioner Gelios and Seconded by Commissioner Bristol to allow Animal Control to carry a weapon with policy to be put in place and employees to be trained by Sheriff's Department.

**Roll call vote revealed:**

Yeas: (5) being Commissioners Gelios, Bristol, Kleinhardt, Majewski, and Lipovsky

Nays: (1) Commissioner Strouse

Absent: (1) Commissioner Pitchford

Motion carried

**Part time employees**

Discussion - Undersheriff Miedzianowski asked to be allowed to backfill all part time positions for the Sheriff's Dept. already in the budget. They are currently down 6 part time bailiffs. Commissioner Bristol would like to see where in the budget that these funds are already in their budget. Commissioner Majewski added that the Board voted on that requirement several months ago and it still is not being done.

Moved by Commissioner Strouse and Seconded by Commissioner Majewski to allow the Sheriff Department to hire any necessary part time employees from already existing budgetary funds. Motion carried.

**Wall in corrections**

Undersheriff Miedzianowski came before the Board of Commissioners to explain some things that were done incorrectly when getting a quote for the wall to be built in the jail. The wall was quoted being built in the wrong place. The original bid was \$80,000.00 the Board previously agreed to spend \$85,000.00 because the bid was outdated, and my increase some, and now it has jumped up to \$119,490.00. Different proposals were discussed on where the funds could come from. The Board of Commissioners required the Undersheriff Miedzianowski to get other bids for the wall.

**Finance and Administration Committee**

**Workers Compensation**

Jennifer Martin and Tony Johnson from 44North presented a new quote for Clare County's Workman's Compensation bid. This new bid will save the County at least \$7,000.00 per year.

Moved by Commissioner Majewski and Seconded by Commissioner Bristol to enter into an agreement with Manufacturing Technology Mutual Insurance Company in the amount of \$54,733.00 for Workers' Compensation and Employers Liability. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

Jennifer Martin discussed the renewal of health insurance that she expects to come in mid-July and has obtained a self-funded quote. Based on the 2016 premiums it looks like there may be a \$200,000.00 savings. She will have more information once the 2017 quote comes in. Ms. Martin presented a check in the amount of \$2,483.00, which represents a refund of overpayment.

Health and Human Services Committee - None

Physical Resources and Economic Development Committee - None

**Finance and Administration Committee**

Statutory Finance Committee

It was moved by Commissioner Bristol and seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of April 25, 2017 in the amount of \$210,225.22 and May 9, 2017 in the amount of \$ 83,397.74. Motion carried.

Monthly Expenditures

Moved by Commissioner Kleinhardt and seconded by Commissioner Majewski to approve the expenditures for the month of April 2017 in the amount of \$5,081,087.47 with the General Fund expenditures totaling \$987,436.10.

Budget Adjustments

Moved by Commissioner Gelios and Seconded by Commissioner Strouse to approve Budget Adjustment #17-94, #17-98, 17-100, 17-104, 17-105, 17-107, 17-109, 17-111, 17-112 and #17-113 in the amount of \$7041.40, \$ 753.00, \$17,500.00, \$2620.00, \$4000.00, \$28,200.00, \$2161.26, \$20,000.00, \$49,740.85 and \$ 9638.25 to be distributed. Motion carried.

Resolution #17-14

Moved by Commissioner Strouse and Seconded by Commissioner Gelios to approve Resolution #17-14 allowing Lori Martin, County Clerk, to sign the proposed Vendor Selection and quote for a State Grant application on behalf of Clare County, with the exception of the equipment to be in the County Clerk's office which will cost a total of \$16,740.00. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

Letter of Understanding

Moved by Commissioner Majewski and Seconded by Commissioner Strouse to allow Employees of the Clare County UAW Units 1,2,3,4 &5, COAM Command Unit, POA, POAM Dispatch, and Corrections (and any other union and/ or nonunion) that provides for a donated sick leave bank for Kari Gallo who is out on Family Medical Leave Act status. Chairperson Lipovsky asked for discussion. Commissioner Gelios asked if this was for everyone and Administrator Byard stated that this is specific to Ms. Gallo motion carried.

Clerk-request temporary employee discussion

Clerk/Register Lori Martin informed the Board that she has an employee on FMLA for 2-3 months and requested that once that employee's paid leave is exhausted, that the Board approve her to hire a temporary part time employee.

Moved by Commissioner Majewski and Seconded by Commissioner Gelios to approve Clerk/Register Martin hire a part time temporary employee for the period of time that her current employee is on unpaid FMLA. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**CLERK'S REPORT**

Clerk Lori Martin reported she has selected Election Source (Dominion) as the new County vendor. The new software is expected to cost \$16,740.00. Commissioner Majewski asked if there will be any cost to the Townships. Clerk Martin anticipates \$295.00 for a wireless modem if the Townships decide they want one. Clerk Martin has requested, and has been approved by the State of Michigan to implement the new system for the November 2017 election.

Clerk Martin has billed for and collected on the billing that was not previously billed for the May 2016 election, a check in the amount of \$7,149.22.

The safe that was approved by the Board at the last meeting was delivered and installed at a savings of over \$400.00 thanks to Administrator Byard and Chairperson Lipovsky finding a different safe online.

The Clerk's office has been trying to collect on some NSF checks from 2016, and has been successful at doing so.

Clerk Martin has attended all three High Schools in the County to allow the Senior High School Students the opportunity to register to vote. This will remain the plan for as long as the schools allow, for every spring and fall to ensure each Senior Student has the opportunity to register to vote.

Clerk Martin offered a suggestion to the Board of Commissioners to help fight the enormous drug problem in our County by taking action and enacting drug testing for County employees.

*JM* May 17, 2017

**TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzing gave a report on the delinquent tax settlement. The County has finished at a 6% increase in delinquencies, foreclosures went down 21.5%, and forfeitures were down by about 400 properties.

**COMMUNITY SERVICES DIRECTOR REPORT**

Director Lori Ware was unavailable so Administrator Byard read her report. Director Ware is working on a Parks and Recreation Community Foundation Grant, a new payroll program for Senior Services, staff evaluations, grant for kitchen equipment for the jail, updating their website, and a grant for Senior Services. Adult Foster Care is still under construction, the new Adult Foster Care Director is Lauree Rossman-Hoag.

**CHAIRPERSONS REPORT**

Chairperson Lipovsky reported her and Commissioner Kleinhardt attended a meeting in District Court regarding indigent defense. She also went to Grayling and learned they are opening up the forest roads to motorcyclists to keep tourism going in their County. They also did a resolution, at her meeting in Grayling, for further studies of railroads from the West side of the state for passenger trains.

**VICE CHAIRPERSON REPORT**

Vice Chairperson Kleinhardt thinks everyone should go to at least one Natural Resource Commission meeting in Lansing where all these things are discussed. Commissioner Kleinhardt also talked about the proposed gun legislation regarding concealed pistol licenses.

**COMMISSIONER REPORT**

Commissioner Majewski has been attending his meetings, and reported about the meeting he set up with Representative Jason Wentworth regarding personal property tax, 911 surcharge, and unfunded mandates that the State is handing down on fire departments.

Commissioner Strouse has been attending his meetings. He wanted to know if the Treasurer was still having issues in her office with the roof leaking. Chairperson Lipovsky and Commissioner Bristol both stated that it is not as bad as it was before. Commissioner Strouse indicated Clare County has a true superstar pitching for a major university, Allison Lipovsky, and would like to present her with a certificate of appreciation for her accomplishments and give her recognition. She pitched a no hitter at a major university. Commissioner Kleinhardt also thought it would be nice to recognize the young man that gave up all his birthday presents in return for donations to the Animal Shelter. They all agreed to do that at the next board meeting.

Commissioner Gelios has been attending his meetings. He attended the medical board yesterday and confirmed the Sheriff's Dept. has the epipens they have asked for. Hayes Township has spent a large amount of time from their meeting discussing blight. City of Harrison had a meeting to try and start a Harrison Rotary Club, the next organizational meeting will be held on June 8, 2017 at 7:30 a.m. at Hayes Township.

Commissioner Bristol has been attending her township meetings.

Budget Planning Manual – Administrator Byard asked if the Board of Commissioners wanted to give the department heads/elected officials a dollar amount (based on 2015 budget) that their budget will be and the department heads/elected officials can use the funds how they see fit, or do they want the department heads/elected officials to submit the budgets as they have in the past. Administrator Byard indicated any capital adjustment items will be on a separate sheet.

Moved by Commissioner Majewski and Seconded by Commissioner Strouse to approve the Budget Planning Manual and present to the department heads/elected officials with the dollar figure based on the 2015 budget. Motion carried.

**PUBLIC COMMENT** - None

**UNFINISHED BUSINESS** - None

**NEW BUSINESS** - None

Meeting adjourned at 1:13 p.m.

  
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Lori Martin, Clerk  
Clare County Board of Commissioners

  
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Karen Lipovsky, Chairperson  
Clare County Board of Commissioners