

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

Harrison, Michigan 48625

*Am 12/20/17*  
**Unapproved Minutes  
November 14, 2017**

Meeting was called to Order at 9:04 a.m.

**PLEDGE OF ALLEGIANCE**

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

**Absent:** District 2: Samantha Pitchford,

**Others Present, Signing In:** None

**APPROVAL OF AGENDA**

Chairperson Lipovsky asked to amend the agenda by putting on hold the Civil Infraction Ordinance and add to the Budget Adjustment #18-10 in the amount of \$1,850.00.

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Kleinhardt, seconded by Commissioner Bristol, to approve the Minutes of the October 18, 2017 meeting. Motion carried.

It was moved by Commissioner Majewski, seconded by Commissioner Strouse, to approve the Closed Session Minutes of the October 18, 2017 meeting. Motion carried.

**GENERAL PUBLIC COMMENT** None

**COMMUNICATIONS LIST**

The following items were on the communications list with no discussion.

Michigan Assoc. of Counties- Letter explaining destinations for conferences.

Gratiot County- Resolution # 225, Support continued full federal funding and opposes slashing funding for the Great Lakes Restoration Initiative.

Montmorency County- Proposal to Amend Purpose of Gypsy Moth Millage

**ADMINISTRATOR'S REPORT**

Administrator Tracy Byard needs Board approval to change the pay period in which Units 1 & 2 union dues are taken out of employees checks. Change to be taken out of the second pay instead of the first pay.

Moved by Commissioner Gelios and Seconded by Commissioner Kleinhardt to approve the payroll department to have the Unit 1 and Unit 2 union dues taken out of employee's checks the second pay of the month. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

Administrator Byard gave an update on the budget then turned the Boards attention to a letter she received from the West Michigan Forensic Pathology Services Authority inviting her to a meeting at their morgue to ask if Clare County would like to join their authority.

Administrator Byard is preparing the county incentive documents for the revenue sharing, which will be sent into the state in the next week or so.

The majority of Administrator Byard's time has been spent on the Indigent Defense Plan.



November 14, 2017

**PUBLIC HEARINGS/SPECIAL PRESENTATION**

Commissioner Kleinhardt presented Resolution #17-28 as a Special Tribute to the Clare County Animal Shelter Employees and Volunteers for being named Animal Shelter of the year for 2017.

Moved by Commissioner Kleinhardt and Seconded by Commissioner Bristol to adopt Resolution #17-28 Special Tribute to the Clare County Animal Shelter Employees and Volunteers. Chairperson Lipovsky asked for discussion. Hearing none roll call vote taken.

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Commissioner Pitchford

Resolution adopted

Moved by Commissioner Kleinhardt and Seconded by Commissioner Majewski to approve the newly created Indigent Defense Plan for Clare and Gladwin Counties and to allow for changes and definition of staffing. Chairperson Lipovsky asked for discussion. Administrator Byard explained what the Indigent Defense Plan is and where the funds will come from to pay for plan. She also confirmed that if the State does not have funds to reimburse to the county then the county does not have to fund the plan.

Commissioner Gelios asked why this was not presented at a prior meeting, discussed, and then tabled for vote until the next meeting in order to give the Board time to research and think about their decision. Administrator Byard explained that she was just able to finish the plan and that there is not a choice, this plan must be approved.

Chairperson Lipovsky called for a vote. Vote was tied 3 yes and 3 no. Motion NOT carried.

**Recess: 9:55 a.m.**

**Back in Session: 10:05 a.m.**

As Chairperson Lipovsky brought the meeting back into session discussion regarding the Indigent Defense Plan continued with a phone call to Barb, Clare County's representative

Moved by Commissioner Gelios and Seconded by Commissioner Majewski to approve the newly created Indigent Defense Plan for Clare and Gladwin Counties and to allow for changes and definition of staffing. Chairperson Lipovsky asked for roll call vote

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Commissioner Pitchford

**Motion carried**

**Recess: 10:09 a.m.**

**Back in Session: 10:16 a.m.**

**Health and Human Services Committee None**

**Physical Resources and Economic Development Committee**

End Date Board of Canvassers

Moved by Commissioner Gelios and Seconded by Commissioner Majewski to approve changing the appointment ending dates for Louis Adams and Carron Neville, from December 31, 2021 to October 31, 2021. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

Building/Electrical truck Purchase

Moved by Commissioner Majewski and Seconded by Commissioner Strouse to allow the Building Dept. to purchase a used 4wheel drive pickup for the amount of \$16,829.00 with funds to come from Building and Electrical. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

Fire Extinguisher service

Moved by Commissioner Strouse and Seconded by Commissioner Majewski to allow the Courthouse and Animal Control to enter into a contract with Koorsen Fire & Security for annual Fire Extinguisher Service. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**Finance and Administration Committee**

Statutory Finance Committee

It was moved by Commissioner Bristol and seconded by Commissioner Strouse to approve Statutory Finance Committee meeting minutes of October 24, 2017 and November 7, 2017 in the amount of \$125,485.81 and \$133,154.66. Motion carried.

Monthly Expenditures

Moved by Commissioner Bristol and seconded by Commissioner Strouse to approve the expenditures for the month of October 2017 in the amount of \$4,737,394.55 with the General Fund expenditures totaling \$1,036,248.53. Motion carried.

**Finance and Administration Committee - continued**

**Budget Adjustments**

Moved by Commissioner Gelios and Seconded by Commissioner Bristol to approve Budget Adjustment #18-02, 18-07, 18-08, 18-09, and 18-10 in the amount of \$1,850.00, \$13,126.50, \$5,382.50, \$11,534.00, and \$1,850.00. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**Façia Repairs**

Moved by Commissioner Majewski and Seconded by Commissioner Strouse to approve the Straus Masonry Quote in the amount of \$5,600.00 and any additional change orders with funds to come from Contingency. These repairs are to address the continuing leaks in the Treasurer's office. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**Uniform Transfer Provision**

Moved by Commissioner Kleinhardt and Seconded by Commissioner Majewski to adopt Resolution #17-27 allowing employees that transfer to another Clare County Dept. to remain in their current MERS plan. Chairperson Lipovsky asked for discussion. Hearing none roll call vote called

**Roll call vote revealed:**

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

Nays: (0)

Absent: (1) Commissioner Pitchford

Resolution adopted

**Defined Benefit Plan Adoption Agreement**

Moved by Commissioner Bristol and Seconded by Commissioner Gelios to adopt defined Benefit Plan Adoption Agreements for Divisions 2, 10 & 21 establishing the new MERS plan for all new hires effective October 1, 2017. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

**CLERK/REGISTER OF DEED'S REPORT**

Clerk/Register of Deeds Lori Martin reported a couple months ago the Board asked to see if the mileage for Gypsy Moths can be used for something else and the answer is no because it was a vote of the people. The first election with the new election equipment went well. Clerk/Register of Deeds Martin hopes to have a new person hired for the Chief Deputy Register of Deeds position by the end of the year.

**TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzinger spoke about the rabies clinic coming up along with her staff being there with dog licenses. There was then a great deal of discussion regarding the difference between a companion dog and a service dog.

Moved by Commissioner Strouse and Seconded by Commissioner Majewski for the Treasurer to require proof of state certification that a dog is a certified service dog in order to waive the dog license fee. Chairperson Lipovsky asked for discussion. Hearing none motion carried.

Treasurer Beemer-Fritzinger is working with the auditors on the new chart of accounts the State has created. She is also working with Administrator Byard regarding possibility of adding in the budget a revenue line so departments can see the revenue their office brings in. They are still undecided on which way they will go with that, she asked the board to think about it and give their thoughts.

Treasurer Beemer-Fritzinger also thanked the Board for giving up their annex so she could expand her office and lobby.

**CHAIRPERSON REPORT**

Chairperson Lipovsky attended her meetings and the County Halloween party.

**VICE CHAIRPERSON REPORT**

Vice Chairperson Kleinhardt attended his meetings.

**COMMISSIONER REPORT**

Commissioner Majewski has been attending his meetings.

Commissioner Bristol has been attending her township meetings. Franklin Township did sign a contract with the Library.

Commissioner Gelios has been attending his meetings and the Veterans Day Service. Probate Court is also having an adoption day.

Commissioner Strouse has been attending his meetings except City of Clare, he missed that meeting.

**PUBLIC COMMENT** None

*AM*

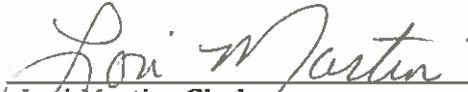
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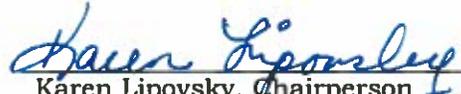
**UNFINISHED BUSINESS**

Commissioner Bristol asked if the resolution was sent to MACC. Administrator Byard confirmed it did.

Administrator Byard indicated there has been an extensive investigation regarding the smell Mr. Elliot speaks about and a form letter has been created and will be sent out when a complaint is made about the smell.

Meeting adjourned at 11:00 a.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