

WEXFORD COUNTY BOARD OF COMMISSIONERS

Regular Meeting * Wednesday, February 3, 2016

Meeting called to order at 5:30 p.m. by Chairman Leslie Housler.

Roll call: Present – Commissioners Michael MacCready, Leslie Housler, Robert Hilty, Mark Howie, Gideon Mitchell, Julie Theobald, and Gary Taylor; Absent – Commissioners Bill Goodwill and John Fuscone.

Pledge of Allegiance.

Additions/Deletions to the Agenda

- Added-* 8. Policy B-12.4, Paid Absence from the Workplace
- 9. Credit Card Policy

Approval of the Agenda

MOTION by Comm Taylor, seconded by Comm Theobald to approve the agenda, as amended.

All in favor.

Employee Recognition

1. 30-year Service Award, Randall Adlam, Probate Court
2. 25-year Service Award, Michael McDaniel, Sheriff's Department
3. 20-year Service Award, Paul Paten, Sheriff's Department
4. 15-year Service Award, Annette Janson, Friend of the Court
5. 15-year Service Award, Collette Rene Steinhour, District Court

Services Awards were announced for the above named employees, thanking them for the service and dedication to the County. Annette Janson, Friend of the Court, was present to receive her award. For those unable to attend the meeting tonight, their awards will be passed out during work hours.

Presentations and Reports

1. Little Manistee River Watershed Management Plan Information
Armas Soorus, Trustee of the Watershed Management Plan and a member of the Little Manistee Watershed Conservation Council, appeared before the Board to introduce the community to the plan for the Little Manistee River Watershed. He explained the services and programs they are involved with including removal of trash, keeping kayak/canoe access open. The project types they are involved with are bank erosion remediation and tree planting, to name just a few. They are not asking for any money today. He explained their mission statement. They have no specific agenda other than to get some interested parties/stakeholders involved.

Public Comments

Mary Hallett, Cedar Creek Treasurer, received a letter recently regarding the water

service to the property owned by Ohnsman and Leslie that touched on the research done to bring water into the property. She made reference of a letter received from the DPW director and requirements outlined in their Host Agreement.

Consent Agenda

1. Approval of the January 20, 2016, Regular Meeting Minutes
MOTION by Comm Taylor, seconded by Comm Theobald to approve the Consent Agenda, as presented.

All in favor.

Agenda Items

1. Committee of the Whole – Jail Project
MOTION by Comm Taylor, seconded by Comm Theobald to resolve into a committee of the whole for the purposes of discussing the jail project.

All in favor.

Lisa Vogler, Owner Representative of the County Jail Project, updated the Board on the Jail progress. Ms. Vogler received information from Blake Smith, USDA that the closing on the project may be within 30 days. Approval has been given on the project with nothing major to take care of. The plans are now being finalized by Hooker DeJonge. The RFP (request for proposals) will be posted in at least seven areas including on the County's website as well as copies will be made available at the Administrator's Office. Once the bid process is in place, the project will move fast.

MOTION by Comm Theobald, seconded by Comm Taylor to rise and report the findings for the Committee of the Whole.

All in favor.

2. COAM/POAM Grievance with a Letter of Understanding
MOTION by Comm Taylor, seconded by Comm Theobald to approve the Letter of Understanding for the COAM Bargaining Unit, as presented.

Adm. Jordan pointed out that this change would allow vacations to be on an accrual rather than added to the employee on their anniversary. With this new process in place, employees in other contracts are allowed to carry over 10 days for the first year this new accrual is in place. The following year the carry over days would go back to 5 days, as it has been in the past; however, the POAM allows for a 60 hour carry over. Board

members discussed a couple of changes as suggested by the Administrator which allowed for an additional carry over of vacation time in the first year. Comm Taylor and Comm Theobald agreed to change their motion. After further discussion, it was felt that the change to the motion was not necessary and the Board would be voting on the first motion as it stands now.

Roll call: Motion approved unanimously.

3. Veterans Affairs Committee Appointments
MOTION by Comm Taylor, seconded by Comm Theobald to appoint the following individuals to the newly formed Veterans Affairs Committee for a four-year term with the first appointments being staggered: Lester Barns, with a term expiring December 31, 2016; David Ransom, with a term expiring December 31, 2017; Steven Birdwell, with a term expiring December 31, 2018; Susan Marcum, with a term expiring December 31, 2019; and Comm Gary Taylor, with a term expiring December 31, 2016, as presented.

Some Commissioners questioned whether per diem would be paid to the newly appointed committee members. If so, will it come from the recently received \$20,000 grant? It was pointed out that this was just to put the committee in place.

MOTION by Comm Taylor, seconded by Comm Housler to call the question.

Roll call: Motion passed four to three with Commissioners MacCready, Howie, and Mitchell voting against the motion.

The vote was then taken on the original motion.

Roll call: Motion passed five to two with Commissioners Howie, and Mitchell voting against the motion.

4. EMPG Supplemental Disbursement
MOTION by Comm Theobald, seconded by Comm Taylor to approve the EMPG supplemental disbursement in the amount of \$1,014.65 and authorize the Chairman of the Board to sign on behalf of the County, as presented.

All in favor.

5. Request for Increase in Irregular Part-time Substance Abuse Officers' Salary
MOTION by Comm Theobald, seconded by Comm Taylor to approve the request for a one-time increase in wages for the irregular part-time Community Corrections Substance Abuse Officers from \$12.25 to \$14.25, as presented.

Mistine Stark, Director of the Community Correction, was present to explain that this increase would have no impact on the General Fund's budget. Wages for part-time employees come from 260 Fund, which comes from money generated from offenders.

Roll call: Motion passed six to one with Comm Howie voting against the motion.

- 6. Local Open Space Rights Easement Agreement
MOTION by Comm Taylor seconded by Comm Theobald to approve The Local Open Space Development Rights Easement Agreement between Marjorie Geuker and Wexford County for a term commencing on March 15, 2016 through March 14, 2026 and authorize the Chairman of the Board to sign on behalf of the County, as presented.

All in favor.

- 7. Budget Amendments
 2/3/2016

Wexford County Board of Commissioners				
Amendments to the 2016 Budget				
Adj #	Acct	Acct Description	Revenue	Expense
		Appropriated Fund		
20160201	260.363.699.00	Balance	\$4,500	(a)
	260.363.800.00	Contracted Service		\$4,500
	Funds are being requested from Reserves to support a new program in Community Corrections for Domestic Violence.			

MOTION by Comm Theobald, seconded by Comm Taylor to approve the budget amendment dated 02/03/2016, as presented.

Roll call: Motion passed six to one with Comm Howie voting against the motion.

- 8. Policy B-12.4, Paid Absent from the Workplace – *Added*
MOTION by Comm Taylor, seconded by Comm Theobald to approve the changes to Policy B-12.4, Paid Absence from the Workplace, as presented.

This policy change would allow part time employees eligible for vacation time to receive it on an accrual bases after their first anniversary date. The policy will also allow them to carry over 5 vacation days; however that will be suspended after December 31, 2017.

Some commissioners expressed disapproval that any part time employees should receive any benefits including vacation time.

Roll call: Motion passed six to one with Comm Howie voting against the motion.

9. Credit Card Policy - *Added*

MOTION by Comm MacCready, seconded by Comm Howie to amend County Policy E-3.0 "County Credit Card Account Management Program" in the following manner:

(UNDER) B. Wexford County Credit Card Account Management Policy

(Amendments to) Sections e. and f. as follows:

e. Credit limits are established on each card account as follows:

1.) **Credit Limits for Elected Officials and Department Heads shall be designated by the Board: \$ _____**

2.) **Sheriff's Office: \$ _____**

f. The following additional procedures and requirements apply:

ADD: The following be added to this section to reflect oversight procedures:

5.) That all "INVOICE DISTRIBUTION REPORTS" along with the accompanying lists and copies of (paper check, ACH Transactions, Employee Vouchers, and all receipts for credit card used by all county departments be submitted to the finance committee, and also be made available to every sitting commissioner, IN FULL, for review 3 days prior to their payment and that any questions regarding the payment of any bill be received by the clerk's office 1 day prior to their presentation to the finance committee for approval and subsequent payment.

Jayne Stanton, County Treasurer, touched on the impact the County may see is if bills were not paid in a timely fashion including interest and late fees. She also expressed concern that the County may lose their AA financial rating.

Some commissioners felt it was wrong for the credit cards to be paid before the departments attached their backup, and then turning them over to the Clerk's Office to then turns them over to the Treasurer's Office. Another commissioner questioned what was the Board trying to fix. He was unaware of any problems. And, still others expressed concern that department heads were not following State guidelines with their credit card

expenditures. They felt it was the duty of this Board to approve all expenditures. Another commissioner suggested that this may be looked at as micro managing the departments.

Flora Grundy, Assignment Clerk for Circuit Court, also agreed that this was micro management and felt there may be a trust issue here. She went on to say that many of the Department Heads at the Courthouse have been here for many years and now their integrity is being called into question. Ms. Grundy suggested that the county look into getting I Pads for Board members so they could have access to all bills/departments. A cost saving could be realized if all Board matters were placed on an I Pad and not printed out on reams of paper. If the I Pads were put in place commissioners may be more comfortable with the transparency. All bills are scanned on to the system and can be reviewed.

After further discussion, Comm MacCready withdrew his motion and Comm Howie withdrew his support.

Administrator's Report

Adm. Jordan has spent some time with Counsel drafting the policy change for the accrual of vacation time. He is working on some lingering details of the DPW being closed at the end of 2015. Also, Adm. Jordan received a check on behalf of the county from MMRMA for \$128,000.

Correspondence

County Treasurer's Cash/Investment Report – MCL 129.96(sec.6) as amended December 2007.

Public Comments

Gordon Baas, Director of the District Court Probation, explained the value of allowing part time employees to have some county benefits such as vacation time. Part time employees need to be treated with respect. They serve a value to the County.

Cathy Wright, Office Manager at the Prosecutor's Office, explained that they have had part time employees for many years. They all need time to get away from the difficult matters they deal with in the office by having some vacation time.

Gary Finstrom, Wexford County Sheriff, announced he will not be seeking re-election at the end of his term, 2016. He has had a blessed career with Wexford County for 39.5 year.

Liaison Reports

Comm Taylor announced that the COA bid process started yesterday for the renovation of their newly purchased building.

Board Comment

Comm Taylor congratulated Sheriff Finstrom.

Comm MacCready also congratulated Sheriff Finstrom. He did not feel he was questioning anyone's honesty or integrity regarding the credit card usage. He would like it to be more transparent.

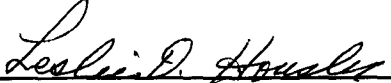
Chairman's Comments

Comm Housler thanked all for attending the meeting tonight. He encouraged the Board members to have open discussion, but not to walk away mad.


Adjourn

**MOTION by Comm Taylor, seconded by Comm Theobald to adjourn
at 6:55 p.m.**

All in favor.



Leslie D. Housler, Chairperson



Elaine L. Richardson, County Clerk