

WEXFORD COUNTY BOARD OF COMMISSIONERS

Regular Meeting * Wednesday, October 18, 2017

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

Roll call: Present – Commissioners Michael MacCready, Leslie Housler, Robert Hilty, Michael Bengelink, Michael Bush, Julie Theobald, Gary Taylor, Judy Nichols, and Bill Goodwill; Absent - None

Pledge of Allegiance.

Additions/Deletions to the Agenda

Added - Revised Job Description for 911 Director / Emergency Management; Letter to the City of Cadillac / 911 Agreement

Approval of the Agenda

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

All in favor.

Employee Recognition –

1. Resolution 17-27 Extending Appreciation for Judge Kenneth Tacoma's Service
MOTION by Comm Theobald, seconded by Comm Taylor to approve Resolution 17-27 Extending Appreciation for Judge Kenneth Tacoma's Service, as presented.

All in favor.

Comm Housler read the Resolution into the record.

Presentations and Reports -

1. Northern Lakes CMH

Karl Kovacs, Director of Northern Lakes Community Mental Health, appeared to update the Board on some of their activities. He began with the introduction of Andy Aldrich, Manager of Club Cadillac. Mr. Aldrich explained what goes on at Club Cadillac and how they benefit the people in the community with mental health problems. Michael Sebring, as an employee/participant of Club Cadillac, he explained the activities that Club Cadillac offers. The members there all look out for each other.

Mr. Kovacs thanked Comm MacCready for being a part of their Board as well as the Board's appointment of Cheryl Walker. He also thanked the Board for their financial support of \$76,543 which he believes is an investment of \$10,000,000. He concluded by asking Board members to complete the questionnaire from Community Mental Health. It is a valuable tool for them in meeting the community's needs.

Public Comments

Mistine Stark, Director of Community Corrections, ask Board members to reconsider the additional administration fee they are assessing in her department. For the past few years, the County has collected \$7,500 for administration fees. The recommended budget for 2018 has been increased to \$10,000. She explained the hardship this increase may have to her department.

Consent Agenda

1. Approval of the October 4, 2017, Regular Meeting Minutes
MOTION by Comm Theobald, seconded by Comm Taylor to approve the Consent Agenda, as presented.

All in favor.

Agenda Items

1. Indigent Defender Office
MOTION by Comm Nichols, seconded by Comm Theobald to approve A Proposal for the Indigent Defender Office to serve in Wexford and Missaukee Counties, as presented.

Judge William Fagerman, Chief Judge for the 28th Circuit Court, explained there are two prongs to this proposal. First is to better serve our indigent community that is in need of an attorney. The proposal also takes the Judges out of the criminal defense process. Currently, the appointments of attorneys for indigent criminals is funded by the County. Once the proposals across the State are approved by the State, the County will realize a cost savings. Judge Fagerman explained that the County's contribution will be an average of expenditures over the years of 2010, 2011, and 2012. The additional budget funding will be by the State. The Board was asked to approve the proposal in concept only. Included in the proposal is a suggested budget for the Indigent and Contracted Defender's Office which may be adjusted by the State.

Roll call: Motion approved unanimously.

2. Apportion Report
MOTION by Comm Taylor, seconded by Comm Nichols to approve the Apportionment Report and authorize the Equalization Director, Clifford Porterfield, to certify and sign the report, as presented.

Joe Porterfield, Equalization Director, appeared before the Board to explain that the report before them tonight is done every year. It is a breakdown of all the taxable millages in the townships. Also, after the November election these figures may be adjusted if the Cadillac Area Public School millage passes.

Roll call: Motion approved unanimously.

3. Council on Aging 2018 Budget

MOTION by Comm Theobald, seconded by Comm Nichols to approve the 2018 Budget for the Council on Aging, as presented.

Kathy Kimmel, Director of the Council on Aging, appeared before the Board asking for approval on the 2018 COA Budget. She explained the amount of volunteers and staff members who work for COA. She pointed out that they realized a funding decrease from 2017 to 2018. Ms. Kimmel explained some of their expenses as well as the services they provide. She pointed out that wages were increased for some staff members, but not across the Board. There was a time when they were struggling to get Home Health Care, but they have now filled most of those positions.

Roll call: Motion approved eight to one with Comm MacCready voting against the motion.

4. Resolution 17-26 EMPG Agreement

MOTION by Comm Nichols, seconded by Comm Taylor to approve Resolution 17-26 Approving the Agreement between Michigan Department of State Police and Wexford County for the Emergency Management Performance Grant Agreement, as presented.

Sarah Benson, Director of Emergence Management, explained that she submits a report every quarter and at the end of the State budget year the County is reimbursed for their expenditures at the rate of 38%.

Roll call: Motion approved unanimously.

5. Transfer of Funds

MOTION by Comm Taylor, seconded by Comm Theobald to approve the balance of money that was allocated in 2016 in the Soldiers and Sailors Fund and closed out in 2017 to subsidize the Memorial Wall in the amount of \$4,659 and to subsidize cyber security upgrades in the amount of \$5,000, as presented.

Roll call: Motion approved unanimously.

6. Discussion on 911 Director

MOTION by Comm Nichols, seconded by Comm Taylor to approve combining the 911 Director and the Emergency Management Coordinator as one position.

The combination of the two positions was part of the discussion at the Finance Committee meeting when the budget was being reviewed. That information was passed on to the 911 Advisory Board at their meeting. The opted to hold off on the 911 application interviews until the Board approves the combination. Board members

decided to hold off their vote tonight and look into how other Counties around the State handle their 911 Director and Emergency Management.

Comm Nichols withdrew her motion and Comm Taylor withdrew his support. The Administrator was asked to contact other Counties.

7. Recommended 2018 Budget

Corinna Hervey, Baird Cotter and Bishop Accountant, appeared before the Board to explain the 2018 Budget and the changes she has made after the Finance meeting. Some of the changes include: removal of the administrator's wages; reduce the funding of 211 from \$4000 to \$2000; the increase in administration fee for Community Corrections from \$7500 to \$10,000; remove the part time Sheriff's Administrative assistant position salary because that position was changed to full time and that salary is already in the budget. Some Board members thought they should cut their per diem and travel reimbursements for the 2018 budget. Board members agreed to review the Community Correction's administration fee in 6 months. It was also suggested that Community Corrections may want to look at increasing some of their fees.

Commissioners then had a discussion as to what the Fund Balance should be and what it may be now. It is difficult to have a Fund Balance amount until the end of the year. They were also reminded that the Fund Balance is used to fund the budget until the taxes start coming in around June. If the County's Fund Balance drops below a certain amount, the Treasurer would be forced to take out a loan until tax dollars started coming in.

8. Discussion on Administrator

A Commissioner felt it was important to start the process of looking for a new administrator. The County Policy and Procedures Manual is set up to have an Administrator to work with the Board. Board members were reminded that Commissioners are only Commissioners when they attend committee meetings and Board meetings. It was felt by a commissioner the some Board members are taking on research outside Board meetings which they are not allowed to do. This Board members would like an Administrator in place to run the county the way it should be run.

It was pointed out that Kalkaska County has no Administrate, but they have a contract with Baird, Cotter, and Bishop for some Administrator duties and other activities have been given to the Clerk and Treasurer.

It was the consensus of the Board that this was not the appropriate to add an Administrator. The Board will review the Administrator vacancy again in March. Board members were also reminded that there are four counties looking for Administrators.

9. Budget Amendment – None

10. Committee of the Whole – Jai Project - None

11. Revised Position Description for 911 Director/Emergency Management
Coordinator – *Added*

After the discussion earlier about changing the job description of the 911 Director this shall be removed from the agenda at this time.

12. Letter to City on the 911 Agreement – *Added*

MOTION by Comm Goodwill, seconded by Comm Bengelink to do away with the 911 Agreement and send a letter to the City to terminate the agreement.

All in favor.

Administrator's Report

Jayne Stanton, Treasurer/Co. Administrator alerted the Board that a meeting has been scheduled with our health insurance carrier to discuss the insurance premium increases.

Elaine Richardson, County Clerk/Co. Administrator, informed the Board that the Co-Administrators and Chair Housler had an encouraging meeting with City Manager and two council members. The meeting touched on the 911 Dispatch Agreement and funding of the 800 MHz radios for Fire Department in the County. Another meeting has been scheduled to look into grant funding for the radios and the City will work closely with the County.

Also, there has been some interest in a piece of property located at 25 Road owned by the County for the use of Cooperative Extension. A member of the community has expressed interest in purchasing the property. After review of the deed restrictions, the County is not able to sell the property.

The Clerk has had contact with American Tower about purchasing the tower located on the Sheriff's Department's property. The tower is now being used by dispatch. American Tower has expressed interest in purchasing it for several months. The Clerk will contact legal counsel to see what steps need to be taken. Also, the Recycle Center has been vacant for a number of months and recently a commissioner had someone contact him to purchase the building. The Clerk will contact legal counsel on this matter as well.

Board members learned that there are a few parcels of land in the Cedar Creek water system where the homeowners are not paying their water bills. A Resolution shall be

brought to the next meeting allowing the unpaid bills to be place on their tax bill. It was understood that some of the resident in the Cedar Creek water system will not be charged for water as that was part of the settlement agreement reached.

Correspondence

1. Letter from Mistine Stark, Community Corrections

Public Comments - None

Liaison Reports

Comm Goodwill attended a CWTA meeting and they are looking at replacing 6-7 buses. Their ridership have had a substantial increase from last year. The buses will soon be labeled Wex Express.

Comm MacCready attended the Networks Northwest where he picked up paperwork on opioid manufactures and it was provided to the Board chair.

Comm Taylor explained that the Veteran's Committee has been busy contacting other Counties that are sending their veterans to Wexford County for help.

Board Comment

Comm Goodwill was pleased that the Board discussed the Administrator vacancy. He pointed out that Board members must own their responsibilities.

Comm MacCready commented on the narrative Equalization Director Porterfield provided with his budget request. He too was glad there was a discussion on the Administrator vacancy.

Comm Bush thanked Karl Kovacs and his staff for all the programs they provide for our mental health community.

Comm Theobald thanked the Board for not getting harsh with each other at the meeting tonight.

Comm Nichols thanked Community Mental Health and encouraged Board members to complete their survey. She thanked Comm Theobald for inviting her to the Lincoln Area Watch Group. It was very interesting and impressive. She will be speaking to freshman students at Manton explaining the position of commissioner.

Chairman's Comments

Comm Housler felt good about the honest discussion held tonight. He thanked Norma Kijorski for all the work she did in putting the ribbon cutting ceremony together. He felt

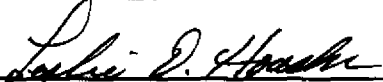
Wexford County Clerk
Regular Meeting * Wednesday, October 18, 2017
Page seven (7)

we had a good meeting with the City and he would like to see the relationship move forward. He thanked Jayne, Corinna and Elaine for all their work on the budget.

Adjourn

**MOTION by Comm Taylor, seconded by Comm Theobald to adjourn
at 7:30 p.m.**

All in favor.



Leslie D. Housler, Chairperson



Elaine L. Richardson, County Clerk