

WEXFORD COUNTY BOARD OF COMMISSIONERS

Regular Meeting * Wednesday, June 03, 2105

Meeting called to order at 5:30 p.m. by Vice Chairman Fuscone

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

Pledge of Allegiance.

Additions/Deletions to the Agenda

Change J.7. “Committee of the Whole”

Added: J.8. Jail Project Financing

J.9. Legal Services Agreement 1st Amendment

J.10. Jail Project Manager

J.11. Referendum Petition Jail Project

J.12. Consultant Services Agreement

J.13. Executive Assistant – Administration Office

J.14. Consider Certification of Federal Compliance

J.15. Environmental Study

Approval of the Agenda

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

All in favor.

Employee Recognition

1. 10-year Service Award, David Batten, Sheriff’s Dept.
15-year Service Award, Melissa Bismack, Community Corrections
2. Resolution 15-11, Extending Appreciation for Julie Vanderheide’s Dedicated Service

MOTION by Comm Taylor, seconded by Comm Howie to approve Resolution 15-11, Extending Appreciation for Julie Vanderheide’s Dedicated Service, as presented.

Roll call: Motion approved unanimously

Presentations and Reports - None

Public Comments

Consent Agenda

1. Approval of the May 20, 2015, Regular Meeting Minutes

2. Approval of a Housing Council Appointment
MOTION by Comm Taylor, seconded by Comm Howie to approve the Consent Agenda, as presented.

All in favor.

Agenda Items

1. Resolution 15-12, 911 Service Provider
MOTION by Comm Taylor, seconded by Comm Housler to approve Resolution 15-12, 911 Service Provider by Peninsula Fiber Network, LLC, as presented.

Roll call: Motion approved unanimously.

2. Resolution 15-13, Wexford Missaukee Community Corrections FY 2016 Grant Application
MOTION by Comm Theobald, seconded by Comm Taylor to approve Resolution 15-13, Supporting the PA 511 Wexford-Missaukee Community Corrections Grant Application, as presented.

Roll call: Motion approved unanimously.

3. Policy A-7.0, Soldiers' and Sailors' Relief Commission
MOTION by Comm Taylor, seconded by Comm Theobald to approve the amendment to Policy A-7.0#3. Office time, removing the wording per diem and changing it to wages, as presented.

Roll call: Motion approved unanimously.

4. CMI-CWF Grant Between DEQ and the County Drain Commissioner
MOTION by Comm Howie, seconded by Comm Taylor to approve the grant between the Department of Environmental Quality and Wexford County's Drain Commissioner and authorize the Vice Chairman to sign the grant on behalf of the County, as presented.

All in favor.

5. Interim County Administrator Discussion
Board members discussed the need for an interim administrator due to the recent resignation of Mr. Hinton. The county will be hearing back from the Hiring Consultants on July 01, 2015. Currently, they have 67 applicants. A commissioner suggested asking

if Attorney Vogler would be interested. The county is in the process of negotiating an agreement with her to be the Construction Manager on the new jail project.

Ms. Vogler was present and is interested in working with the County as the interim administrator as well as the Construction Manager. She is interested and did not believe there would be a conflict between the two positions. Ms. Vogler will draft something to explain what would be involved and the cost.

6. Budget Amendments

6/3/2015

Wexford County Board of Commissioners

Amendments to the 2015 Budget

Adj #	Acct	Acct Description	Revenue	Expense
20150601	260.000.699.00	Appropriated Fund Balance	9,200	(a)
	260.362.802.00	Transition House		2,000
	260.362.980.00	Capital Equipment		7,200

A budget amendment for the purchase of equipment and supplies for the transition house.

MOTION by Comm Taylor, seconded by Comm Howie to approve the budget amendment dated 06/03/2015, as presented.

Roll call: Motion approved unanimously.

7. Committee of the Whole – (Jail Project Financing) removed

MOTION by Comm Taylor, seconded by Comm Howie to resolve into a committee of the whole for the purpose of discussing:

J.8 Jail Project Financing

J.9 Legal Services Agreement 1st Amendment

J.10 Jail Project Manager

J.11 Referendum Petition Jail Project

J.12 Consultant Services Agreement

J.13 Executive Assistant – Administrative Office

J.14 Consider the Certification of Federal Compliance

J.15 Phase #1 of Environmental Study

All in favor.

Jail Project Financing

- Approximate amount spent to date is \$600,000;
- Adm. Hinton and Ms. Vogler have worked on the paperwork with the involvement of Tom Traciak and it has been submitted;
- Ms. Vogler is confident the remaining paperwork will be ready next week;

Legal Services Agreement 1st Amendment

- This is before the Board due to added USDA requirements;

Jail Project Manager

- Ms. Vogler just received the interim contract and has not reviewed it yet;
- Ms. Vogler will be filing for an LLC and the contract will be in the name of the LLC;
- Ms. Vogler expressed her need to review the contract before signing it;
- Hourly cost - \$95 and she will track her hours;

Referendum Petition Jail Project

- Clerk Richardson was present and explained the process used to review the petitions;
- Mr. Schwartz was invited to review the petitions and the process used;
- He requested copies of the petitions and the notes from our office;

Consultant Services Agreement

- The County has an EEOC filed against them;
- Thomas Taylor worked for the County a few years back and handled several EEOC claims;
- He believes it may be a 90 to 120 day process;
- Mr. Taylor will need payroll information; employee files; interview various employees;
- His hourly rate is \$25 and he believes it will cost the county less than \$2000 in total;

Executive Assistant – Administration Office

- Currently there is one full time employee and one part time employee;
- The part time employee works 25 hours a week;
- Board members were aware of the health insurance/retirement benefits;
- The position is non-union;

Certificate of Certification of Federal Compliance

- USDA has a check list
- Check list is on the back page of the contract
- First on the list is compliance with Federal Laws
- Ms. Vogler touched on some of the items on the list

Phase #1 of Environmental Study

- Ms. Vogler explained that this must be done as part of the process
- She has requested an example of an RFP

- She will work on this with the Senior Executive Assistant to put this together;

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

A commissioner question the process that the Board used tonight. By going into a Committee of the Whole, the Board does not follow their own policy by sending matters to the committee level. Another commissioner explained it was the most expeditious way to handle some of the pending matters.

All in favor.

8. Jail Project Financing - *Added*

MOTION by Comm Taylor, seconded by Comm Housler to approve the USDA 442-7 budget worksheet and authorize the Vice Chairman of the Board to sign the form on behalf of the County and attach the sheet from Tom Traciak.

All in favor except Comm Howie voted against the motion.

9. Legal Services Agreement 1st Amendment - *Added*

MOTION by Comm Howie, seconded by Comm Taylor to approve the first amended Legal Services Agreement between Wexford County and Cohl, Stoker, and Toskey, PC for services necessary to the organization, financing, construction and initial operation of a new jail facility, and authorize the Vice Chairman to sign the agreement on behalf of the County, as presented.

Roll call: Motion approved unanimously.

10. Jail Project Manager - *Added*
No action to be taken tonight.

11. Referendum Petition Jail Project - *Added*

MOTION by Comm Taylor, seconded by Comm Housler to approve the adoption of the County Clerk's recommendation as to the rejection of invalid signatures and finding that the petition failed to present the minimum number of valid signatures needed and authorize the Vice Chairman to send a letter to Gunther Schwartz.

All in favor.

12. Consultant Services Agreement - *Added*

MOTION by Comm Howie, seconded by Comm Taylor to approve the Consultant Services Agreement between Wexford County and Mr. Thomas Taylor for a period of 90 days, June 1, 2015 through September 30, 2015 at a rate of \$25.00 per hour for the purposes of responding to any EEOC inquires, as presented.

MOTION by Comm Howie, seconded by Comm Taylor to amend the time period in the motion from 90 days to 120 days.

Roll call: Motion approved unanimously.
Roll call on original motion.

Roll call: Motion approved unanimously.

13. Executive Assistant – Administration Office - *Added*

MOTION by Comm Taylor, seconded by Comm Howie to approve increasing the Executive Assistant in the Administrative Office to full-time status not to exceed 37.5 hours weekly, as presented.

Roll call: Motion approved unanimously.

14. Consider Certificate of Federal Compliance - *Added*

MOTION by Comm Howie, seconded by Comm Taylor to approve the Vice Chair to sign the Certificate of Compliance with Federal requirements/law.

Roll call: Motion approved unanimously.

15. Phase #1 of Environmental Study - *Added*

MOTION by Comm Taylor, seconded by Comm Howie to approve the RFP on the environmental study for the proposed jail site.

All in favor.

Administrator's Report - None

Correspondence

1. Referendum Petition for Jail Project

Public Comments

Art Stevens, Council Member for the City of Cadillac, appeared before the Board to thank the county for the agreement with the City and the Equalization Department. They recently completed their Board of Review and he commented on how smoothly it went. The City commended the Equalization for all their quality of work. The relation with the City and the County is a win win for everybody.

Liaison Reports

Comm Theobald attended the Northern Lake Community Mental Health meeting in Houghton Lake and it was very informative. She also attended a meeting yesterday for the Department of Health and Human Services. They are looking for donations from the County for camp ship.

Comm Fuscone attended a District Health #10 meeting and learned their Medical Director will be stepping down and they are looking at hiring a new director, Dr. Jennifer Morris. Also, Ms. VanGill retired and was replaced by Kevin Hughes.

Board Comment

Comm Howie thanked the Board for making the part time position in administration to a full time position.

Comm Theobald thanked the Clerk's Office for all their hard work on the petitions.

Comm MacCready attended a Road Commission meeting and explained that they are in the process of many projects. He commended them for taking the lead on the MERS unfunded retirement account. He then touched on the three zoning ordinances what will be coming up. The Planning Commission will be making a presentation. Comm MacCready would like to attend in place of Comm Hilty who is unable to attend and receive his per diem. He believes this is a very important subject in the County and that he would like the Board of Commissioners to become more active.

Chairman's Comments

Comm Fuscone thought the MERS liability would be looked at during the budget process for next year. He also explained that per diem will be paid out according to county policy. He is happy to see Ms. Vogler on board due to many pending jail matters.

Adjourn

**MOTION by Comm Taylor, seconded by Comm Theobald to adjourn
at 6:40 p.m.
All in favor.**

John Fuscone, Vice Chairperson

Elaine L. Richardson, County Clerk