

## WEXFORD COUNTY BOARD OF COMMISSIONERS

Regular Meeting \* Wednesday, June 17, 2015

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

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

Pledge of Allegiance.

### **Additions/Deletions to the Agenda**

*Remove* – 4. Interim County Administrator Agreement; *Added* – 13. Oversight of the Administrator's Office

### **Approval of the Agenda**

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

**All in favor.**

### **Employee Recognition** - None

### **Presentations and Reports**

1. Consumers' Energy on Smart Meter Upgrade Program – Non-appearance.

### **Public Comments** - None

### **Consent Agenda**

1. Approval of the June 03, 2015 Regular Meeting Minutes  
**MOTION by Comm Taylor, seconded by Comm Housler to approve the Consent Agenda, as presented.**

**All in favor.**

### **Agenda Items**

1. Wexford County 2014 Financial Audit  
Steven Peacock, Rehman Robson, LLC, appeared before the Board to review the 2014 County audit in detail. The County received a clean or unmodified opinion which is the highest level. He reviewed the balance sheet which shows the county has \$32,880,545 in assets and \$6,571,520 in liabilities with unrestricted funds of \$18,189,405. He then touched on GASB-68 which will impact the audit next year. The County has currently \$7.8 million in unfunded liability in its pension plan. GASB 72 deals with fair value measurement and applications will become effective 06/15/2016 and will have no impact on the County.

Mr. Peacock stated that during the audit process they found no problems with internal controls. It was pointed out that the County is 71% funded in their pension plan. He would like to see that increased to 80% to 85% over the next 5 to 10 years.

In conclusion, he thanked the county staff for all their cooperation and hard work, which made the audit preparation go much smoother.

**MOTION by Comm Taylor, seconded by Comm Theobald to approve Wexford County's December 31, 2014, Financial Statements and Independent Audit, as presented.**

**Roll call: Motion approved unanimously.**

2. Form L-4029, Summer 2015 Levy

**MOTION by Comm Taylor, seconded by Comm Theobald to approve the 2015 Tax Rate Request, Report L-4029, and authorize the Vice Chairman and County Clerk to sign on behalf of the County, as presented.**

Joe Porterfield, Equalization Director, appeared before the Board to explain that the L-4029 authorizes the treasurer to levy the millages for the upcoming year. Mr. Porterfield explained that the taxable values have increased by 1.2% which is moving back in the right direction. He then touched on the MSUE ballot language, which requested the millage to be levied in 2016. If it is levied in 2016 they will not receive any of the millage money until December 2016 to March 2017.

**Roll call: Motion passed seven to one with Comm Housler voting against the motion.**

3. Resolution 15-15, 2015 Summer Millage Rate for FY 2015 Budget  
**MOTION by Comm Taylor, seconded by Comm Housler to approve Resolution 15-15, 2015 Summer Millage Rate for FY 2015 Budget, as presented.**

**Roll call: Motion approved unanimously.**

4. Interim County Administrator Agreement – Removed
5. Resolution 15-14, Resolution Establishing a Freedom of Information Act, Policies Guidelines and Procedures  
**MOTION by Comm Taylor, seconded by Comm Howie to approve Resolution 15-14, Resolution Establishing a Freedom of Information Act Policies and Guidelines, Public Summary of Procedures and Guidelines, and FOIA Operational Procedures for Wexford County, as presented.**

**Roll call: Motion approved unanimously.**

6. DNR & Wexford County Self-Certification Inspection  
**MOTION by Comm Taylor, seconded by Comm Goodwill to authorize the completion of the Post Completion Self-Certification Report for the Wexford Arena – Project 2 and CASA All-Sports Park and Natural Area, and request that Mike Green, Zoning Administrator, complete the forms and submit to DNR by September 1, 2015, as presented.**

**All in favor.**

7. Veterans Soldiers & Sailor’s Space Request  
**MOTION by Comm Taylor, seconded by Comm Goodwill to approve the request to relocate to a larger office at the Lake Street building for the Veterans Soldiers and Sailor’s Relief Commission, as presented.**

**All in favor.**

8. NMCAA Supportive Services for Veteran Families Request for Office Space – Lake Street  
**MOTION by Comm Theobald, seconded by Comm Housler to approve the lease agreement for a period of July 1, 2015 through June 30, 2016 between NMCAA and Wexford County for office space at the Lake Street building for the Supportive Services for Veteran Families Program, as presented.**

**All in favor.**

9. Removal of Trees at the Fairgrounds  
**MOTION by Comm Theobald, seconded by Comm Taylor to approve the Northern District Fair Board’s request to remove the trees known as “Chestnut Grove” on the fairgrounds and return the area to grassland, as presented.**

**All in favor.**

10. Housing Council Project #14-03 Approval  
**MOTION by Comm Taylor, seconded by Comm Goodwill to approve Housing Council Project #14-03 in the amount of \$11,810 using CDBG funding for a loan to provide for a new roof, windows, and some insulation, as presented.**

**Roll call: Motion approved unanimously.**

11. Budget Amendments

**MOTION by Comm Taylor, seconded by Comm Theobald to approve a budget amendment dated 06/17/2015, as presented.**

Lorie Sorensen, Register of Deeds, appeared before the Board to explain the reason for the budget amendment she has requested. She recently purchased new software with her Tech Fund dollars. She has requested an additional \$9,500 to be added to her tech fund. The software/hardware purchase cost a total of \$150,000 for the package. The Tech Fund generates about \$30,000 per year and she believes she will have the requested \$9,500 down the road. She reminded the Board that any hardware needs she has had for her office has been purchased from the Tech Fund and not the General Fund. She has also passed along her hardware to other offices when her equipment has been upgraded.

6/17/2015

**Wexford County Board of Commissioners  
Amendments to the 2015 Budget**

<b>Adj #</b>	<b>Acct</b>	<b>Acct Description</b>	<b>Revenue</b>	<b>Expense</b>
20150602	101.101.699.00	Appropriated Fund Balance	9,500	(b)
	256.000.695.05	Transfer In/Other	9,500	
	101.965.999.15	Transfer Out		9,500
	256.000.800.00	Contracted Services		9,500

An unexpected increase of cost was incurred with the upgrade of the new hardware and software for the Register of Deeds Department.

**Roll call: Motion approved unanimously.**

12. Committee of the Whole – Jail Project Update

**MOTION by Comm Taylor seconded by Comm Howie to resolve into a committee of the whole for the purposes of discussing the jail project.**

**All in favor.**

Lisa Vogler, Jail Project Manager, appeared before the Board to explain all documents which can be submitted at this time has been done. She met with Blake Smith, representative of USDA and got many things hashed out. Once all the information has been gathered and submitted, Ms. Vogler will put it all together in one complete package and send it off making sure nothing has been overlooked from the check list she is operating from. She will also be contacting the engineer to see if an environmental study is needed. It was suggested that Crosby Road should be connected to the sight before the loan is closed at the County expense. Someone will contact the City of Cadillac on this topic.

Ms. Vogler explained the time frame she received from Mr. Smith. Once the plans are reviewed by the architect and the administrative agency and are all signed off, the loan closing will be November 2015. Board members discussed the loan interest rate and

whether or not the County was locked in. Ms. Vogler explained that within two or three weeks when the application and all information has been submitted the interest rate will be locked in for the first six months of the year and will be reduced if the rate goes lower.

Ms. Vogler then touched on putting together her agreement with the County to serve as the project manager on the jail project. She and Ms. Toskey will be working together to get this done. The title of Contract Manager may be changed to Owner Representative which will be addressed in the agreement.

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

**All in favor.**

13. Oversight of Administrator's Office – *Added*

**MOTION by Comm Theobald, seconded by Comm Taylor to authorize the County Clerk, Elaine Richardson, to provide for temporary oversight of the administrator's office, as presented.**

**Roll call: Motion approved unanimously.**

**Administrator's Report** - None

**Correspondence** - None

**Public Comments** - None

**Liaison Reports** - None

**Board Comment**

Comm Theobald thanked the elected officials and department heads for all helping out while the County moves forward without an administrator.

Comm Taylor announced that Hiring Solutions has 96 applications. They will be collecting more over the next week, when the ad runs out. They will then have a tiered system for review, putting the top 10 first and the next 10 for review later.

Comm MacCready was asked by a couple of fire chiefs to attend the 911 system presentation at the Courthouse scheduled for 10:00 a.m. on 6/18/2015. ~~Concern was raised that there may be a quorum present.~~ Amended at 7/2 meeting; Comm MacCready was told to not attend because a quorum may be present.

Wexford County Board of Commissioners  
Regular Meeting \* Wednesday, June 19, 2015  
Page six (6)

Comm Housler thanked Joe Porterfield, Jayne Stanton, Lorie Sorensen and Elaine Richardson for helping out with county business due to the absence of an administrator.

**Chairman's Comments**

Comm Fuscone agreed with the comments made by Comm Housler. The County has good staff that is stepping up to help. He then touched on the pre bid meeting at Cedar Creek. Attendees viewed the system and they are accepting 5 bids on the project. Countywide Zoning was going to be discussed at the meeting tonight, however, additional information has come forward and they need some time to review it before coming to the Board. Board Chair Mitchell will be back at the next meeting and is planning on attending the remainder of the meetings.

**Adjourn**

**MOTION by Comm Goodwill, seconded by Comm Howie to adjourn  
at 7:00 p.m.**

**All in favor.**

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John Fuscone, Vice Chairperson

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Elaine L. Richardson, County Clerk