

**WEXFORD COUNTY BOARD OF COMMISSIONERS**  
Regular Meeting \* Tuesday, April 14, 2020

Meeting called to order at 3:00 p.m. by Chairman Taylor.

Roll Call: Present- Commissioners Mike Musta, Ben Townsend, Mike Bengelink, Mike Bush, Gary Taylor, Julie Theobald, Judy Nichols, and Brian Potter.

Absent- Commissioner Joe Hurlburt.

Pledge of Allegiance.

**Additions/Deletions to the Agenda-**

1. **Delete: J.10.** Proposed Policy B-12.6
2. **Delete: J.11.** Proposed Policy B-12.7
3. **Delete: J.12.** COVID-19 Temporary Leave Options
4. **Delete: J.14.** Request for Proposals - Historic Courthouse Windows
5. **Add: J.20.** COVID-19 First Responder Pay
6. **Add: L.3.** Recognition Letter, Certificate & Resolution – State 911 Committee
7. **Add: J21** Request for Proposals-Historic Courthouse Windows

**Approval of the Agenda**

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

All in favor.

**Employee Recognition-** *None.*

**Presentation and Reports-** *None.*

**Public Comment-** *None.*

**Consent Agenda**

1. Approval of the March 18, 2020, Regular Meeting Minutes
2. Reappointments to the Northern Lakes CMHB

**MOTION by Comm Musta, seconded by Comm Bengelink to approve the Consent Agenda.**

All in favor.

**Agenda Items**

1. Equalization Report-L4024

**MOTION by Comm Nichols, seconded by Comm Potter to approve the 2020 Equalization Reports and Form L-4024 and authorize the Chairman, Clerk and Equalization Director to sign Form L-4024, as presented.**

**Roll Call: Motion passed 8-0.**

2. Assessment Roll Certification-L4037's

**MOTION by Comm Musta, seconded by Comm Townsend to approve the State Tax Commission Assessment Roll Certification, form L-4037 for tax year 2020 and authorize the Chairman and County Clerk to sign said 4037 forms.**

Joe Porterfield, Equalization Director, explained this report is an annual report done every year. There was a slight increase in taxable value so there will be a slight reduction in county renewal millages.

**Roll Call: Motion passed 8-0.**

3. USDA 2020 Annual Operating and Financial Plan

**MOTION by Comm Bengelink, seconded by Comm Musta to approve the 2020 Annual Operating and Financial Plan for the agreement between Wexford County and the USDA Forest Service in a reimbursable amount of up to \$4,500 and authorize the Chairman and Sheriff to sign the agreement on behalf of the County.**

**Roll Call: Motion passed 8-0.**

4. Resolution 20-12 Animal Control Millage

**MOTION by Comm Potter, seconded by Comm Theobald to approve Resolution 20-12 Authorizing Election for a Wexford County Animal Control Fund Millage Renewal Proposal and Certifying Ballot Language.**

**Roll Call: Motion passed 8-0.**

5. Resolution 20-13 MSUE Millage

**MOTION by Comm Theobald, seconded by Comm Musta to approve Resolution 20-13 Authorizing Election for a Wexford County Michigan State University Extension Millage Renewal Proposal and Certifying Ballot Language.**

**Roll Call: Motion passed unanimously.**

6. Code Red Purchase

**MOTION by Comm Bengelink, seconded by Comm Musta to approve a 5-year contract with Onsolve for a CodeRED system in the amount of \$4,990 annually with funds being used from Fund Balance to cover FY 2020.**

**Roll Call: Motion passed unanimously.**

7. MGT Cost Allocation Plan

**MOTION** by Comm Bush, seconded by Comm Musta to approve a two-year extension to the Consulting Services Contract with MGT of America with no increase in cost for the development of the 2019 and 2020 Cost Allocation Plan for \$7,000 annually.

**Roll Call: Motion passed unanimously.**

8. Approval of the Claims

**MOTION** by Comm Musta, seconded by Comm Theobald to approve the Claims in the amount of \$203,200.94.

Clerk Nyman explained that there were not any bills added to the report after it was emailed the day prior.

**Roll Call: Motion passed 8-0.**

9. Monthly Reports

**MOTION** by Comm Bengelink, seconded by Comm Potter to accept the HR/Public Safety Reports from March 2020 into the record.

**Roll Call: Motion passed 8-0.**

10. Proposed Policy B-12.6-*Deleted.*

11. Proposed Policy B-12.7- *Deleted.*

12. COVID-19 Temporary Leave Options-*Deleted.*

13. Rec & Building Reports-March 2020

**MOTION** by Comm Theobald, seconded by Comm Musta to accept the Recreation and Building Reports for March 2020 into the record.

**Roll Call: Motion passed 8-0.**

14. Request for Proposals-Historic Courthouse Windows-*Deleted.*

15. Infrastructure Alternative Inc. (IAI) Report- March 2020

**MOTION** by Comm Musta, seconded by Comm Bengelink to accept the IAI Report from March 2020 into the record.

**Roll Call: Motion passed unanimously.**

16. Morgue Dissolution

**MOTION** by Comm Bengelink, seconded by Comm Potter to approve the withdrawal of Wexford County from the West Michigan Forensic Pathology Services Authority, under Section 8.02 of the Intergovernmental agreement creating the authority and direct the County Clerk to send notification of such to each participating County Clerk via certified mail, as required in Section 9.04 of the agreement.

Comm Bengelink explained that the Big Rapids Morgue is being leased out. There will not be a morgue authority anymore. All other members are doing the same.

**Roll Call: Motion passed 8-0.**

**17. Resolution 20-14 Extension of Resolution 20-11**

**MOTION** by Comm Nichols, seconded by Comm Musta to approve Resolution 20-14 Wexford County Board of Commissioners COVID-19 Response.

**Roll Call: Motion passed 8-0.**

**18. Committee and Board Meetings Cancelled/Rescheduled**

**MOTION** by Comm Theobald, seconded by Comm Potter to approve the cancellation of the Finance Committee meeting scheduled for April 22, the cancellation of the Rec. & Building Committee and the HR/Public Safety Committee meetings scheduled for April 28.

**Roll Call: Motion passed unanimously.**

**19. Committee of the Whole-Central Dispatch- 911 Center**

**MOTION** by Comm Bengelink, seconded by Comm Potter to form a Committee of the Whole for the purposes of discussing the Central Dispatch 911 Center.

**Roll Call: Motion passed 8-0.**

Administrator Koch stated that everything was getting close to the end. There were just a few landscaping projects that needed to be finished. Orshal Construction received a letter stating they are essential to finishing these projects.

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

**All in favor.**

**MOTION** by Comm Bengelink, seconded by Comm Musta to approve the request for payment #7 to Orshal Construction in the amount of \$107,722.70.

**Roll Call: Motion passed unanimously.**

**20. COVID-19 First Responder Pay**

**MOTION by Comm Potter, seconded by Comm Theobald to approve a one-time payment of \$750.00 to each of the county's first responder employees which include all Active Sheriff Deputies, Active Correction Officers, Active Sheriff Department Command Staff and Active Animal Control staff. This additional payment will be made on the first pay date of May 2020 with funds to be paid out of 2019 surplus funds.**

**Roll Call: Motion passed unanimously.**

**21. Request for Proposals-Historic Courthouse Windows**

**MOTION by Comm Theobald, seconded by Comm Bengelink to approve an RFP to replace the windows for the Historic Courthouse with the bid being valid for 90 days.**

Comm Theobald explained why this was on the agenda, taken off and then added back on. She was unsure where the funds were going to come from. It was her impression that there was a fund in place for these windows but learned there was not. The windows qualify to use the money from the tax foreclosures. She added stipulation of the 90 days was to ensure that price is good after the closures are lifted.

**Roll Call: Motion passed unanimously.**

**Administrator's Report-**

Administrator Koch informed the Board that the MERS carve out data was completed. There is a conference call set up to review that information.

The final changes to the Dispatch Union Contract have been submitted and are now waiting on signatures.

She also pointed out that our revenues could be cut tremendously, but are unknown at this time as to what they will be. She thanked all elected officials and department heads for their help during all of these changes.

**Correspondence-**

1. Infrastructure Alternative Pandemic Response Plan
2. Notice to Create a Joint Master Rec. Plan-Fife Lake
3. Recognition Letter, Certificate & Resolution-State 911 Committee

**Public Comments-None.**

**Liaison Reports-**

Comm Theobald attended a DHHS virtual meeting. They are going through the COVID experience just like everyone else. They have seen an increase in the food assistance applications. Overall they are doing fairly well.

**Board Comments**

Comm Bush congratulated Duane Alworden on the Certificate and hoped everyone takes care of themselves.

Comm Theobald thanked employees for going above and beyond to make things run smoothly.

Comm Nichols didn't realize that Commissioners could attend the meeting in person. She congratulated Joe Porterfield on his report and Duane Alworden on his certificate.

Comm Potter thanked everyone for working through everything. He hoped that by May 6<sup>th</sup>'s meeting we will be back in person.

Comm Townsend thanked Comm Potter for the work put into the First Responder's Pay.

**Chairman's Comments**

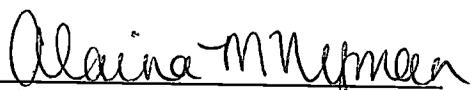
Comm Taylor commended Comm Potter on the First Responder's pay and thanked everyone for coming.

**Adjourn**

**MOTION** by Comm Theobald, seconded by Comm Bengelink to adjourn at 3:26 p.m.

All in favor.

  
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Gary Taylor, Chairperson

  
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Alaina Nyman, County Clerk