

WEXFORD COUNTY BOARD OF COMMISSIONERS
Regular Meeting *Wednesday, May 6, 2020

Meeting called to order at 4:00 p.m. by Chairman Taylor.

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

Absent- Commissioner Julie Theobald

Pledge of Allegiance.

Additions/Deletions to the Agenda-

1. **Add: J.15** Salvage Vehicle Inspection Extension

Approval of the Agenda

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

All in favor.

Employee Recognition- *None.*

Presentation and Reports- *None.*

Public Comment-

Lorie Sorensen, Register of Deeds, addressed the Board to update them regarding her office. Executive Order 2020-74 became effective May 7, 2020 and stated that Register of Deeds Offices were to open to the public. There was a lot of discussion with the state's Register of Deeds offices, and she felt safe in saying that we are fine. Wexford's records are online and we should not see any problems arising out of this order.

Consent Agenda

1. Approval of the April 14, 2020, Regular Meeting Minutes

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

All in favor.

Agenda Items

1. Finance Monthly R & E Report
Administrator Koch explained that there was one line item that appeared to be concerning, however, she figured out that it is a front loaded account and payroll has just not caught up with it yet.

No action needed.

2. AT&T Centrex Service Agreement

MOTION by Comm Musta, seconded by Comm Bush to approve a one year AT&T Centrex Service Agreement and authorize the Chairman to sign the agreement electronically.

Roll Call: Motion passed 8-0.

3. MERS Carve Out Agreements

MOTION by Comm Bengelink, seconded by Comm Potter to approve five MERS adoption agreements all with an effective date of June 1, 2020 and authorize the Chairman of the Board to sign the agreements.

One Commissioner questioned when we would be seeing the budget amendments for these changes. It was explained those would be coming forthwith.

Roll Call: Motion passed 8-0.

4. Approval of the Claims

MOTION by Comm Musta, seconded by Comm Potter to approve the Claims in the amount of \$397,355.42.

Roll Call: Motion passed 8-0.

5. Budget Amendments

MOTION by Comm Bengelink, seconded by Comm Potter to approve the budget amendment dated 5/6/2020.

5/6/2020

**Wexford County Board of Commissioners
 Amendments to the 2020 Budget**

Adj #	Acct	Acct Description	Revenue	Expense
20200501	101.301.702.03	Perm. Employee		\$ 5,309
	101.301.719.00	Social Security		413
	101.301.720.00	Retirement		1,622
	101.301.721.00	Health Insurance		1,815
	101.301.722.00	Workers Comp		374
	101.301.725.00	Sick & Accident Ins.		67
	101.315.543.03	Secondary Road Patrol	\$9,600	
	Additional Revenue received for Secondary Road Patrol			
20200502	101.315.932.00	Vehicle Maint./Operations		\$1,500
	101.315.543.03	Secondary Road Patrol	\$1,500	
	Additional Revenue received for Secondary Road Patrol			

Roll Call: Motion passed unanimously.

6. Monthly Reports-HR/Public Safety
No action needed.

7. COVID-19 Preparedness and Response Plan
MOTION by Comm Nichols, seconded by Comm Bengelink to approve the COVID-19 Preparedness and Response Plan with a implementation date of May 7, 2020.

Roll Call: Motion passed unanimously.

8. COVID-19 Grants, Eligibility, Deadlines
Administrator Koch explained that EM Travis Baker wrote this up as an update to the Board. It is a waiting game at this point.

No action needed.

9. Personnel Changes-Circuit Court
MOTION by Comm Potter, seconded by Comm Nichols to approve the staffing level reassignments for the 28th Circuit Court by reducing the M-3 position to an L-6 position, increasing the M-2 position to an M-3 and increasing the L-4 position to an L-6 position and also approving the two new position descriptions.

Roll Call: Motion passed 8-0.

10. Rec & Building Reports
No action needed.

11. Prime Professional for the HVAC Units-Civic Center
MOTION by Comm Bengelink, seconded by Musta to accept the donated services of Scott Peedle, PE, to act as Prime Professional per the DNR Passport Grant for preparing bid documents, contracts, and inspections for the HVAC system at the Wexford Civic Arena.

Comm Bengelink requested that a thank you letter be sent regarding this as well.

Roll Call: Motion passed 8-0.

12. Monthly Report-Executive Committee
No action needed.

13. Discussion on Time Change for Board Meetings

MOTION by Comm Potter, seconded by Comm Bengelink to change the Board of Commissioners meeting time from 5:30 pm to 4:00 pm for the remainder of the 2020 calendar year.

Roll Call: Motion passed 8-0.

14. Committee of the Whole-Central Dispatch- 911 Center

MOTION by Comm Nichols, seconded by Comm Musta 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 informed the Board that Orshal is currently sweeping the parking lot, which was approved already. There was a concern of the slopes between the upper and lower drive and the parking area. The solution was to lay a blanket of mulch on the slope.

MOTION by Comm Bengelink, seconded by Comm Potter 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 Change Order #008 in the amount of \$500.00 and Change Order #009 in the amount of \$800.00 for an increase of \$1,300 and authorize the Chairman to sign the Change Order.

Roll Call: Motion passed unanimously.

15. Salvage Vehicle Inspection Extension

MOTION by Comm Nichols, seconded by Comm Potter to approve extending the Salvage Vehicle Inspection Agreement and authorize the Chairman to sign an acknowledgement letter extending the expiration date to April 30, 2021.

Roll Call: Motion passed unanimously.

Administrator's Report-

Administrator Koch informed the Board that she is in the process of preparing RFP's for windows for the courthouse.

The MIDC quarter reporting was pushed to the end of May, so she will be working on those numbers.

There is a possible federal grant available for reimbursement for the hazard pay issued. The County will be applying for that.

The Chart of Accounts change has been delayed to 2022, and she is hopeful we will be compliant before then.

The current County plan is to reopen May 18th, however, we have to be compliant with all parts of reopening. She thanked Comm Bengelink for the thermometers he had provided and everyone for their continued work together during these times.

Correspondence-

1. Cash Investment

Public Comments-None.

Liaison Reports-

Comm Nichols attended a virtual meeting for the District #10 Health Department. They are working together to get information out daily to the public.

Comm Townsend attended a virtual meeting for Northern Lakes Community Mental Health and the Library Board. There is not much going on with them.

Board Comments

Comm Nichols stated it was good to see everyone.

Comm Potter wanted to see Committee meetings start up again. It was explained that May meetings were still on and being held virtually.

Comm Hurlburt is looking forward to being back together. In the meantime, he asked that everyone please follow the rules and guidelines because he is out there on the frontlines and sees everyday what this is doing to people.

Comm Townsend thanked Comm Hurlburt for all he does out in the community. He has had conversations with Al Sherburne, Mesick Rescue, and this is very serious.

Comm Bengelink stated it was Correction Officers week, and he wanted to give them all a shout out.

Chairman's Comments

Comm Taylor thanked everyone for attending.

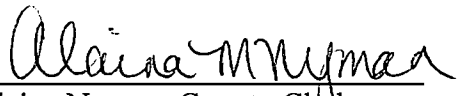
Adjourn

MOTION by Comm Potter, seconded by Comm Nichols to adjourn at 4:24 p.m.

All in favor.



Gary Taylor, Chairperson



Alaina Nyman, County Clerk