

**MINUTES  
ISABELLA COUNTY  
BOARD OF COMMISSIONERS  
SEPTEMBER 15, 2015**

The Isabella County Board of Commissioners was called to order at 7:00 p.m., by Chairperson George Green in the Commission Chambers on the above date.

**The Pledge of Allegiance to the United States of America** was led by Chairperson George Green.

**Roll was called with the following Commissioners present:** George Green, John Haupt, Jerry Jaloszynski, Jim Horton, James Moreno, David Ling and Michael Fisher

**Commissioners Absent:** None

**Also present were:** Isabella County Administrator/Controller Margaret McAvoy, Director of Accounting Services Donna Barker, County Clerk Minde` B. Lux, Deputy Clerk Brenda M. Young.

**APPROVAL OF AGENDA:**

It was moved by Commissioner Moreno and seconded by Commissioner Haupt to approve the agenda as amended. Motion Carried

**PUBLIC HEARING:** At 7:05pm Chairperson Green opened the public hearing. He clarified the amount of per diem for the Road Commission, and a change in the funding to Central Michigan District Health Department. Isabella County Administrator/Controller explained the two changes from the original budget presentation two weeks ago.

David Livermore, Isabella County Resident and Fire Chief for Nottawa/Sherman Fire Department spoke in regards to his concern for his firefighters and first responders. Due to the change in radio frequency from analog radio to digital radio, the 2 way radios are not working in the area. The firefighters and first responders are unable to communicate with Central Dispatch, other fire or police agencies. This puts everyone in his department in jeopardy. He understands that a 2% request has been submitted for grant funding but feels this should not be relied on for an item of this nature and that is should be in the current new budget. They have a temporary fix and have their own radio frequency tapped into Central Dispatch, but that isn't enough. He would like to see a commitment for funding the \$60,000 project in case the 2% does not come through. He cannot rely on radios that don't work. Chief Livermore thanked Chairperson Green and Administrator McAvoy for working with him on a resolution to the situation.

Chairperson Green responded to David Livermore's comment regarding the Nottawa/Sherman Fire Department radio communication funding. He asked that everyone turn to page 17 in the proposed budget. He stated that the request for funding this project is on the list but currently there have not been any answers from the FCC license. Chairperson Green stated he was 99% sure there would be no problem funding this project if the 2% Tribal Grant did not go through

Public Hearing continued.....

but he looks for the Tribe to fund it. Due to the cost of the project being \$55,000 it will have to go out for bids. As soon as the FCC license comes through, he will pursue the project.  
**Chairperson Green closed the public hearing at 7:19p.m.**

**Resolution No. 2015-09-01**  
**Isabella County Board of Commissioners**  
**ISABELLA COUNTY BOARD OF COMMISSIONERS RESOLUTION NO. 15-09-01**

**Fiscal Year 2016 Budget Resolution and General Appropriations Act**

**WHEREAS**, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, requires each local unit of government to adopt a balanced budget for all required funds; and

**WHEREAS**, the Board of Commissioners has reviewed the recommended funding and anticipated revenues as brought forth by the County Administrator/Controller and believes the same to contain funds sufficient to finance approved County services; and

**WHEREAS**, the Board of Commissioners of Isabella County, Michigan, duly advertised a public hearing on the proposed budget for Fiscal Year (FY) 2016, as required by the Uniform Budgeting and Accounting Act.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Commissioners of Isabella County, Michigan, does hereby approve the FY 2016 budget for the General Fund, showing revenues and expenditures each totaling \$20,107,367.00 based on an approved millage of 6.6100 mills; and

**BE IT FURTHER RESOLVED**, that the FY 2016 Isabella County Budget is hereby adopted on a fund and activity center basis for all funds, subject to all County policies regarding the expenditure of funds and the conditions set forth in this Resolution; and

**BE IT FURTHER RESOLVED**, that the following tax rates are hereby authorized to be levied for the tax year, including authorized debt service, as summarized below:

General Government Operations	6.6100 mil
Transportation	0.8620 mil
Medical Care Facility	0.7000 mil
Commission on Aging	0.8776 mil
Parks and Recreation	0.3500 mil
GRAND TOTAL	9.3996 mil

and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners hereby approves salaries effective January 1, 2016, of:

County Commissioner District 4, 5, 6 & 7	\$7,000
County Commissioner District 1, 2 & 3	\$7,500
Board of Commissioners, Chairperson District salary plus	\$500
County Clerk	\$59,927
County Treasurer	\$59,927
Register of Deeds	\$59,927
Drain Commissioner	\$59,927
Prosecuting Attorney	\$103,395
Sheriff	\$67,219
Isabella County Road Commissioner (per MCL 224.8[2])	\$3,600

and

**BE IT FURTHER RESOLVED**, per Michigan statute (MCL 224.8[3]), that Isabella County Road Commissioners shall be eligible for health insurance coverage equivalent to that afforded to members of the Isabella County Board of Commissioners. Road Commissioners shall not be eligible for payment in lieu of health insurance coverage; and

**BE IT FURTHER RESOLVED**, that the meeting per diem rates for standing boards, commissions and committees appointed by the Board of Commissioners shall be set as indicated below, effective on October 1, 2015:

Board of Public Works	\$30.00	Jury Board	\$30.00
Boundary Commission	\$25.00	Parks and Recreation Commission	\$25.00
Building Authority	\$25.00	Planning Commission	\$30.00
Canvassing Board	\$25.00	Plat Board	\$25.00
Commission on Aging	\$25.00	Road Commission	
Construction Board of Appeals	\$25.00	(Special meetings; maximum of 25 annually)	\$45.00
Human Rights Committee	\$25.00	Veterans' Affairs	\$25.00
Family Independence Agency	\$25.00	Zoning Board of Appeals	\$30.00

and

**BE IF FURTHER RESOLVED**, that the approved employee positions on the authorized staffing level roster contained in the budget, shall limit the number of employees who can be employed and no funds are appropriated for any position or employee not on the authorized staffing level roster. Further, there may be a need to increase or decrease various positions within the budget and/or impose a hiring freeze and/or impose layoffs because of unforeseen financial changes. Therefore, the authorized staffing level roster list may be changed from time

to time by the Board and/or the Board may impose a hiring freeze. County elected officials and County department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the authorized staffing level roster; and

**BE IT FURTHER RESOLVED**, that certain positions contained in the authorized staffing level roster which are supported in some part by a grant, cost sharing, or other sources of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the authorized staffing level roster; and

**BE IT FURTHER RESOLVED**, that the Administrator/Controller is required and directed to automatically reduce any department each time a reduction is made in federal, state and local funds. The affected department head shall promptly make the necessary layoffs and advise those affected by the service that those services are being discontinued as a result of federal, state and/or local cutbacks; and

**BE IT FURTHER RESOLVED**, that whenever it appears to the County Administrator's Office that the actual and probable revenues will be less than the estimated revenues upon which appropriations were based, and when it appears that expenditures will exceed an appropriation, the County Administrator's Office shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both; and

**BE IT FURTHER RESOLVED**, that payment of bills, pursuant to MCLA 46.71, all claims against Isabella County shall be approved by the Board of Commissioners prior to being paid. Pursuant to MCLA 46.54 the Board appoints the Finance Committee to audit, allow and authorize the payment of claims against the County and thereby expedite the duties of the Board relating to such claims. The Board shall receive a list of payments at the following Board of Commissioners meeting for ratification. The office of the Administrator/Controller may pay certain bills prior to approval by the Board to avoid late penalties, service charges and interest, etc. The Board shall receive a monthly, complete list of said claims (bills) at the next month's Board Meeting; and

**BE IT FURTHER RESOLVED**, that the Administrator/Controller be, and hereby is appointed "Chief Administrative Officer," pursuant to the Uniform Budget and Accounting Act (MCL 141.422b(1)(f)), with power to administer such duties in connection with said budget, as may be from time to time, delegated to the office of Administrator/Controller by this Board; and

**BE IT FURTHER RESOLVED**, that the Chief Administrative Officer be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds; and

**BE IT FURTHER RESOVED**, that the County Administrator/Controller be authorized to transfer monies from one category to another within an activity and between activities within the same fund in an amount up to \$50,000 for non-equipment expenditures, and up to \$25,000 for equipment expenditures when it shall be deemed necessary and a quarterly report of all transfers shall be made to the Finance and Administration Committee; and

**BE IT FURTHER RESOLVED**, that the County Administrator/Controller is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the Chairman of the Board is authorized to sign said contracts after the Administrator/Controller approves each contract as to substance and legal counsel approves each contract as to legal form; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners hereby approves FY 2016 budget for Special Funds as shown under Attachment A; and

**BE IT FURTHER RESOLVED**, that the Isabella County Board of Commissioners hereby approves the FY 2016 budget, as presented, Tuesday, September 15, 2015.

It was moved by Commissioner Ling and seconded by Commissioner Horton to approve the Isabella County Fiscal Year 2016 Budget Resolution and General Appropriation, Resolution No. 15-09-01.

The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

**GENERAL PUBLIC COMMENTS:**

Nicholas Madaj, Candidate for the City Commission introduced himself to the Board of Commissioners. If elected he will strive for fair and fiscally responsible government. He would like to see intergovernmental cooperation as well as preservation of residential neighborhoods.

**PRESENTATIONS AND SPECIAL REPORTS: None**

**APPOINTMENTS TO BOARDS AND COMMISSIONS:**

It was moved by Commissioner Ling and supported by Commissioner Jaloszynski to appoint one Republican party member and one Democratic party member, using a ballot vote, to serve on the Isabella County Board of Canvassers for a four year term ending October 31, 2019. Motion Carried.

Isabella County Clerk announced there was a unanimous ballot for Democratic Representative Margaret "Peggy" Novitski and Republican Representative Gladys Strong.

**CONSENT AGENDA:**

It was moved by Commissioner Fisher and seconded by Commissioner Jaloszynski to approve and place on file the September 1, 2015 Regular Board Minutes, the September 8, 2015 Criminal Justice and County Affairs Meeting Minutes, the September 8, 2015 Human Resources and Public Works Committee meeting minutes and the September 3, 2015 Routine Personnel Items. Motion Carried.

## **COMMITTEE REPORTS**

### **Finance and Administration Committee:**

#### **1. Claims List:**

It was moved by Commissioner Ling and seconded by Commissioner Horton to ratify and place on file the August 26, 2015 Claims List in the amount of \$37,134.60 and the September 2, 2015 Claims List in the amount of \$21,679.46. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

#### **2. August 2015 Direct Pay List:**

It was moved by Commissioner Horton and seconded by Commissioner Ling to move to approve and place on file the August 2015 Direct pays List in the amount of \$4,542,235.85. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

#### **3. State Tax Commission Form L-4029:**

It was moved by Commissioner Ling and seconded by Commissioner Horton to move to approve the completion of the State Tax Commission Form L-4029 - 2015 Tax Rate Request affirming each county approved millage rate, and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

### **Criminal Justice and County Affairs Committee:**

#### **1. Department of Corrections Grant No. CPS-2016-1-36:**

It was moved by Commissioner Haupt and seconded by Commissioner Jaloszynski to approve the State of Michigan Department of Corrections Office of Parole and Probation Services Grant No. CPS-2016-1-36 in the amount of \$119,812.00, and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None

### **Human Resources and Public Works:**

#### **1. Modification 1 to the Restatement of the Interlocal Agreement:**

It was moved by Commissioner Moreno and seconded by Commissioner Fisher to enter into Modification 1 to the Restatement of the Interlocal Agreement dated June 28, 1983, as amended, establishing the Saginaw County/Midland County/Bay County Job Training Partnership Act Consortium, dated April 8, 2014 which expands the Agreement to include Michigan Works services in the counties of Gratiot and Isabella for a duration of October 1, 2015 and ending June 30, 2016 and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None

### **Intergovernmental Affairs Committee: No Business**

### **Administrator/Controller: No Business**

**Unfinished Business: No Business**

**New Business:**

**1. 2015 Marine Safety Program Grant Application:**

It was moved by Commissioner Jaloszynski and seconded by Commissioner Haupt to approve the 2015 Marine Safety Program Grant Agreement between the Michigan Department of Natural Resources for and on behalf of the State of Michigan and Isabella County Sheriff's Department, in the amount of \$3,200.00 for the period of January 1, 2015 through September 30, 2015 and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None

**2. Board Chairperson's appointment of two individuals to serve on the Great Lakes Bay Michigan Works Consortium Board.**

Chairperson Green appointed himself and County Administrator/Controller Margaret McAvoy to serve on the Great Lakes Bay Michigan Works Consortium Board. It was moved by Commissioner Haupt and seconded by Commissioner Ling to concur with the Chairperson's appointments. Motion Carried.

**3. Great Lakes Michigan Works Workforce Development Board - Higher Education:**

It was moved by Commissioner Horton and seconded by Commissioner Jaloszynski to appoint Scott Govitz, Mid-Michigan Community College Executive Director of Workforce and Economic Development Board, to serve on the Great Lakes Bay Michigan Works Workforce Development Board to represent higher education, with a term ending June 30, 2017. Motion Carried.

**4. Great Lakes Michigan Works Workforce Development Board - Private Sector:**

It was moved by Commissioner Haupt and seconded by Commissioner Jaloszynski to appoint Frank Cloutier, Soaring Eagle Casino Director of Public Relations, to serve on the Great Lakes Bay Michigan Works Workforce Development Board to represent the private sector with a term ending June 30, 2016. Motion Carried.

**5. Great Lakes Michigan Works Workforce Development Board - Labor:**

It was moved by Commissioner Ling and seconded by Commissioner Horton to appoint George Yost, Michigan AFL-CIO Labor Representative, to serve on the Great Lakes Bay Michigan Works Workforce Development Board to represent the labor sector with a term ending June 30, 2017. Motion Carried.

**6. Fiscal Year 2015 Budget Adjustments:**

Budget Adjustments 2015

Date 9/15/2015

Account Number	Account Description	Debit	Credit
	<b>BA 2015-19</b>	<b>Incr. Rev/Decr. Exp</b>	<b>Incr. Exp/Decr. Rev</b>
	<b>Establish PA 105 Fund</b>		

618.000.447.000	Denial Collection Fees	82,190.00	
618.254.726.000	Office Supplies		1,500.00
618.000.699.099	Increase Fund Balance		80,690.00
	<b>BA 2015-23</b>		
	<b>Purchase 5 vehicles- \$200,000 was approved at 7/14/14 Special Meeting</b>		
401.905.981.000	New Vehicles		180,260.00
401.930.677.000	Operating Transfer In	180,260.00	
101.965.960.014	Transfer Out- Capital Improv.		180,260.00
101.000.699.099	Decrease Fund Balance-GF	180,260.00	
	<b>BA 2015-28</b>		
	<b>Reclass wage budget for SSSPP Case Mgr.</b>		
101.143.704.000	Salaries & Wages-Reg		39,078.00
101.143.715.000	FICA		2,990.00
101.143.716.000	Health Insurance		8,280.00
101.143.716.021	Disability Insurance		240.00
101.143.717.000	Life Insurance		101.00
101.143.718.000	Retirement Expense		4,373.00
101.143.719.000	Workers Comp Insurance		109.00
101.135.704.000	Salaries & Wages-Reg	39,078.00	
101.135.715.000	FICA	2,990.00	
101.135.716.000	Health Insurance	8,280.00	
101.135.716.021	Disability Insurance	240.00	
101.135.717.000	Life Insurance	101.00	
101.135.718.000	Retirement Expense	4,373.00	
101.135.719.000	Workers Comp Insurance	109.00	
	<b>BA 2015-31</b>		
	<b>Parks admin. roster wages &amp; benefits not entered in budget</b>		
208.752.704.000	Salaries & Wages-Reg		88,855.00
208.752.706.000	Salaries & Wages-Reg		37,731.00
208.752.715.000	FICA		9,684.00
208.752.716.000	Health Insurance		34,272.00
208.752.716.021	Disability Insurance		660.00
208.752.717.000	Life Insurance		201.00
208.752.718.000	Retirement Expense		19,996.00
208.752.719.000	Workers Comp Insurance		354.00
208.000.699.099	Decrease Fund Balance	191,753.00	

It was moved by Commissioner Moreno and seconded by Commissioner Fisher to approve Fiscal Year 2015 Budget Adjustments BA 2015-19, BA 2015-23, BA 2015-28, and BA 2015-31.

Liber 97  
September 15, 2015

The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None

**General Public Comments: None**

**Announcements:**

Commissioner Moreno announced the Michigan Climate Action Network is planning to participate in the Detroit March for Justice being held on Saturday, October 3<sup>rd</sup> from Noon to 4pm.

Commissioner Jaloszynski announced that Michigan State University Extension District 6 is beginning the process of strategic planning for the next 5 years and is looking for individuals to be nominated to attend a strategic meeting held in October.

Chairperson Green announced that there will be a Council of Governments meeting on Wednesday, September 16th at 7pm at the Coe Township Hall.

**Adjournment:** It was moved by Commissioner Ling to adjourn to the call of the Chair at 7:53pm. Motion Carried

Liber 97  
September 15, 2015