WORKING MEETING
January 4, 2019

Convened: 9:00 AM

Present: Commissioner Gordon, Commissioner Vrablic, Commissioner Kolcz and Commissioner Hazelbaker

Absent: Commissioner Norris

Also Present: Don Reid of the Daily Reporter, Sheriff Pollack, Treasurer Ann Vrablic, Register Nancy Hutchins, Undersheriff Eichler, WTVB Jim Measel, County Clerk Terry Kubasiak, County Complex Manager-Scott Walls and Administrator Norman.

PERSONNEL, PLANS & POLICY (Commissioner Norris)

2019 General Fund Staffing Plan-Amended
The 2019 Staffing Plan is being amended to accommodate the approvals made in December for Equalization and Computer Services. The Equalization Deputy Director position is now vacant, as the individual is now in the Director position. The Information Technology Technician position is now an M1, moving from a Non Union level 7. The Committee Recommends:

Motion by seconded by to approve the amended 2019 General Staffing Plan, as presented.

2018 Standing Board and Organization
A copy of the 2019 Standing Board Rules were provided to the Committee. The 2019 Standing Board Rules have already been approved.

Courier Service
Treasurer Ann Vrablic spoke to the Committee regarding the letter she received from the Sheriff’s Department informing her that they will no longer be able to do the Bank transfers. The reason is due to the planning of the new Jail. She said the deposits are quite large at times and need to be transported securely on a daily basis. This requires a deposit to Century and Southern Michigan Banks. The treasurer reached out to other county treasurers to find out how they handle their deposit transports. Some handle their own deposit and get reimbursed for mileage, others receive assistance from their Sheriff’s Department and some use a courier service. One County uses Loomis Courier service and pay a minimum of $884 per month. Century Bank would pick up the daily deposit for $105 per month, but she would still need to transport to Southern. If a courier service is hired, she would recommend the cost be allocated to each department.

SHERIFF & PUBLIC SAFETY (Commissioner Kolcz)
None
Four Corners Project
Administrator Norman spoke to the Committee regarding the City of Coldwater’s Four Corners Park Plan. Copies of the plans were provided to the committee. The City is looking to add a sidewalk that will flow into the County’s property. Administrator Norman said there is no cost to the County if we allow this, the only thing the County will need to do is maintain mow or weed whip the sidewalk area. A question was asked if the City could maintain the area, if they were already maintain up to our property line anyway. The Committee Recommends:

Motion by _____ seconded by _____ to allow the City of Coldwater to lay sidewalk on County property, as part of the Four Corners Park Project, with the City of Coldwater maintaining that area.

Lake George Assessing Issues
Rick Weaver, who is a Branch County resident living on Lake George, spoke to the Committee regarding establishing a Lake Board on the Michigan side of the lake. He has been in contact with the Kinderhook Township board, who are working on some legal issues regarding the request. One of the concerns is trying to establishing a lake level, as the dam is located on the Indiana side of the lake. Mr. Weaver wanted to give the Committee the background on the situation, should he have to come back in the future to request help from the Board of Commissioners.

Recognition of Service-25 and 20 Years
The individuals will be invited to attend a Board meeting to be recognized by the Board of Commissioners.

FINANCE (Commissioner Vrablic)

Bills & Accounts
Administrator Norman presented a summary of the Bills and Accounts from 2018, there were none for 2019 (Misc. Contractual Expenses-24%, Attorney Fees 12%, Travel/Lodging-14%, Equipment Repair & Maintenance-11% and State Fees Fingerprinting-9%) to make up 95% of the invoices. The Committee Recommends:

Motion by _____ and seconded by _____ to approve the Bills and Accounts in the amount of $231,853.23

LEGISLATIVE (Commissioner Gordon)

Resolution-Veto Legislation (Bay County)
A copy of the resolution was provided to the Committee. Gordon said this is a moot point, so no action will be taken.

The meeting adjourned at 9:50 am.

Submitted by: Commissioner Vrablic  Commissioner Kolcz  Commissioner Gordon
Commissioner Hazelbaker  Commissioner Norris