

WORKING MEETING

November 20, 2018

Convened: 9:00 AM

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

Also Present: Donald Reid of the Daily Reporter, Jim Measel-WTVB, Undersheriff Eichler, Sheriff Pollack, Teresa Kubasiak County Clerk, Nancy Hutchins Register of Deeds, Tim Miner Emergency Management, Judge Kashian and Administrator Bud Norman.

Agenda was approved.

PERSONNEL, PLANS & POLICY (Commissioner Norris)

None

SHERIFF & PUBLIC SAFETY (Commissioner Kolcz)

Life Care Ambulance Report

Tim Miner reported the following numbers for October: 191 Priority 1 Responses; Late – 35 (81.7%). There were 153 Priority 3 Responses, 1 Citizen Assistance Calls, 59 Pre-Scheduled/Interfacility, and 6 Public Service/Event

Undersheriff Report (October 2018)

TOTAL ARREST:	49
TRAFFIC CITATIONS:	278
TRAFFIC WARNINGS	
of the 278 , Secondary Road:	206
EXTRA PATROL REQUEST:	23
PAPERS SERVED:	97
TRAFFIC ACCIDENTS:	20 1 on Interstate
CAR DEER:	19
FATAL ACCIDENTS:	0
SEX OFFENDER REG.:	58
FINGERPRINTING:	57
ASSISTING OTHER AGENCIES	55
POSSE MEMBERS:	10 Hours
RESERVE DEPUTIES:	61.00 Hours
MARINE PATROL:	34.00 Hours
TOTAL INMATE TRANSPORT:	39.50 Hours, Warrants, Writs, Hospital, etc.
OVERTIME:	
Road Patrol	42.00 Hours
Corrections	416.00 Hours
Court	25.50 Hours
SRP	19 Hours
PRESCRIPTION DRUG DROP BOX:	69 Lbs. 36 take back day
METH LABS:	0

Foreclosures – For this year 43 – Sales, 200 – prepared \$2,729,204.09

Jail Administrator’s Report (October 2018)

Average Daily Count for October: 120
Average break down: 98 males/22 females

As of 11/6/18 count is 120 with 21 females & 9 females boarded out to other Counties.
Jail Incidents for October: 50

Animal Control Report (October 2018)

Total Animal Intake: 28 (13 from Hillsdale County) Total Reclaim: 10 Totals Adopted: 2 Total Other/Transfer: 16

HOUSE (Commissioner Hazelbaker)

Request to Purchase-Assisted Listening -Courts

Judge Kashian is requesting approval to purchase an Assisted Listening System for the hearing impaired for Circuit and Probate Courts, in order to be ADA complaint. District Court already has this system in their court; however there had been a conflict when Circuit Court needed to use it and it was not available. A quote from BIS Digital was obtained; the cost for the system for each court would be \$2417.50. The Courts are asking for the request to be taken out of Capital Outlay; however Judge Kashian would see if he or Circuit Court could find any money in their budgets to help with the costs. The Committee Recommended:

Motion by and seconded by that approval is given to Probate and Circuit Court to purchase the Assisted Listening Systems, in the amount of \$4,835, to be taken out of Capital Outlay, as presented.

Community Videos

Administrator Norman presented six, one minute videos that will be used to promote Branch County. They included a Welcome, along with information on Education, Quality of Life, Healthcare, Economic and Arts and Entertainment. The videos will be reviewed and updated before being available on the County’s website.

FINANCE Commissioner Vrablic)

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts (Capital Outlay-34%, Jail Operations-Board & Care-27%, Computer Services Contract-11%, Printed Forms & Bindings-5% and Equipment Repair-5%) to make up 82% of the invoices. The Committee Recommends:

Motion by and seconded by to approve the Bills and Accounts in the amount of \$101,345.33.

RFP Selection Options

The Administrator spoke about the Jail RFP process. He presented three options for scoring the proposals. 1) Matrix (Quantitative/Qualitative; 2) Matrix supported SL; 3) purely qualitative. The Committee chose option one but made adjustments to the scoring percentages that will be used. They also chose to review the cost/bid of the new jail after the interview process, rather than before. Lastly, the Committee will hold a Special Meeting on December 11 @ 3:00pm, to review the scores of the candidates; this will be prior to the Board Meeting that is at 4:00pm.

RFP Interview Date

It was requested by all Committee members to hold the RFP interviews all on December 6th between 10:30am – 4:00pm.

2019 General Fund Budget-Draft #4

Administrator Norman presented Draft #4 with the guidance delivered from Draft #3. He said he has taken an aggressive approach to come up with about \$500,000 deficient in the 2019 budget that would need to be taken out of the fund balance. Administrator Norman went over the challenges the County is facing with the budget. He discussed the Impact of three options 1) Hold/Adjust with Audit Review (MYR) –Will contain the large expense increases over 2018. A review of the expenses mid-year with the audit review, that takes place in June, 2019. 2) Control fund balance similar or less than previous year – Risk, last year the County budgeted \$583,970.61 from the fund balance. Currently, this year we are at \$515,511.44 with several uncertainties remaining. 3) Review changes in 2019 for increased benefit costs – In 2019 County increasing WRAP (ex: increasing its deductible transparent to the employee). The employer is accepting a risk with this option. 2020- Review added savings with new plans and options. Comparison of 2018 - \$13,285,299.05 and 2019 – 13,447,300.18 is a 1.2% increase.

After a lengthy discussion took place about adding at least one additional road patrol, a motion was made and seconded, with two opposing, to add one patrol position to next draft of the 2019 budget.

2019 Special Fund Budget-Draft #2

Administrator Norman presented Draft #2 of the 2019 Special Funds; all but 2 funds have been balanced.

LEGISLATIVE

(Commissioner Gordon)

Resolution-Opposition to SB 396 (Huron County)

A copy of a resolution from Huron County, in opposition of SB 396 which talks about exemptions on weight restrictions was presented for the committees review. A committee member indicated that he would like to see that they take action on this resolution.

At 10:44am, it was moved and seconded to go into closed session to discuss the Attorney/Client Privilege letter dated July 19, 2017. Upon roll call vote the committee went into closed session at 10:53am after a short recess.

They returned to open session at 11:09am

It was moved and seconded to go into closed session to discuss the Attorney/Client Privilege letter dated November 13, 2018. Upon roll call vote the committee went into closed session at 11:09am.

They returned to open session at 11:24am at which time the meeting was adjourned.

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