

**BRANCH COUNTY BOARD OF COMMISSIONERS**  
**APRIL SESSION (FIRST DAY)**  
**April 9, 2019**

1/ The Board of Commissioners of the County of Branch met, pursuant to adjournment, in the Commissioners meeting room at the Courthouse, on Tuesday, April 9, 2019.

Chairman Gordon called the meeting to order at 4:00 pm.

Present: Commissioners Ted Gordon, Leonard Kolcz, Don Vrablic, Randall Hazelbaker, and Terri Norris, County Clerk Teresa Kubasiak, Administrator Bud Norman.

Commissioner Hazelbaker led the Board in the Pledge of Allegiance.

2/ Motion by Commissioner Vrablic, seconded by Commissioner Norris, to approve the agenda. MOTION CARRIED.

3/ Motion by Commissioner Vrablic, seconded by Commissioner Kolcz, to approve the minutes of the March 22, 2019 Board meeting. MOTION CARRIED

**Public Comment:**

Commissioner Norris presented a certificate to Debbie Thompson in recognition of her service to the County. She will be leaving employment with the County on April 12, 2019.

Rick Weaver spoke about the Lake George lake level issue. He referenced a letter that he had sent to the Board. He stated that he has all of the information available to present the issue to the Circuit Court, noting that having to do petitions again will only delay the process.

4/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given for the Administrator to hire a full time Senior Account Clerk at the UAW level 8 rate of \$15.03 per hour, with the new hire benefit package. MOTION CARRIED

5/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given for the Administrator to hire a full time Account Clerk at the GELC level 6 union rate of \$12.77 per hour, with the new hire benefit package, effective immediately. MOTION CARRIED

6/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given for the Administrator to contract with Debbie Thompson to help in payroll for no more than 15 hours per week at \$18.75 per hour, with no benefits. MOTION CARRIED

7/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, to approve the corrected pay level for the Day Treatment Youth Specialist position of \$15.08 per hour (level 8) and allow for retroactive pay back to March 25, 2019. MOTION CARRIED

8/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, that approval is given to 911 to fill the full time vacant dispatcher position at the POAM tier II wage of \$14.23 with new hire benefits, effective immediately. MOTION CARRIED

9/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given to 911 to add a dispatcher position at the POAM tier II wage of \$14.23 with new hire benefits, to be filled after any current vacancies are filled. MOTION CARRIED

10/ Motion by Commissioner Norris, seconded by Commissioner Hazelbaker to approve the hiring of a permanent part-time IT employee at the non-union level 3 rate of \$12.66 per hour up to 24 hours per week, with sick, vacation, personal and holiday pay, effective immediately. MOTION CARRIED

11/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given to COA to hire a Regular Part-Time Aides with a starting wage of \$10.79 per hour; 20-29 hours per week, effective 04/09/2019. MOTION CARRIED

Consent Agenda:

approve the Bills and Accounts in the amount of \$277,905.29

approve to compensate the County Election Commission at the same meeting rate as the Board of Commissioners.

take the actual cash value of \$13,000 and the insurer sells salvage for the damaged Sheriff's Department vehicle.

12/ Motion by Commissioner Vrablic, seconded by Commissioner Kolcz, that authorization is given to approve the following items by Consent Agenda: Bills & Accounts, Election Commission compensation and the Vehicle Disposition. MOTION CARRIED

13/ Motion by Commissioner Kolcz, seconded by Commissioner Vrablic, to approve the appointment of Candy Cox to the Jury Board with the new term expiring 04/30/25. MOTION CARRIED

14/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, to accept the 2018 E911 annual report and place it on file. MOTION CARRIED

Committee/Liaison Reports:

Norris – the Substance Abuse Task Force have some events planned that will cover the topic of recreational marijuana.

Hazelbaker – The Chamber will start the Farmers Market in June.

Vrablic – Road Commission will begin installing the Round About at Michigan Ave. & State Rd. this summer.

15/ Motion by Commissioner Hazelbaker, seconded by Commissioner Norris to go into closed session to discuss the Attorney/Client privileged letter dated 7/19/17.

Upon roll call vote the results were as follows:

Yes – Norris, Kolcz, Vrablic, Hazelbaker, Gordon – 5

No - 0

MOTION CARRIED

The Board went into closed session at 4:25 pm.

The Board returned to open session at 4:48 pm.

16/ Motion by Commissioner Hazelbaker, seconded by Commissioner Norris, to adjourn at 4:48 pm. MOTION CARRIED

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Chairman

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Clerk