

**BRANCH COUNTY BOARD OF COMMISSIONERS
OCTOBER SESSION (FIRST DAY)
October 8, 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, October 8, 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 Kolcz led the Board in the Pledge of Allegiance.

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

3/ Motion by Commissioner Hazelbaker, seconded by Commissioner Kolcz, to approve the minutes of the September 24, 2019 Board meeting. MOTION CARRIED

Public Comment:

County Clerk Teresa Kubasiak asked the Board to reappoint Bing Johnson and Billie Pollack to the Branch County Board of Canvassers.

Commissioner Hazelbaker presented a certificate to Lana Jacobs for 25 years of service to the county.

4/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, to approve the Branch County Board of Commissioners E-911 Plan Tentative Amendment Resolution, with the public hearing taking place November 12, 2019.

**2019-15
BRANCH COUNTY BOARD OF COMMISSIONERS
E-911 PLAN TENTATIVE AMENDMENT RESOLUTION**

WHEREAS, Branch County (“County”) adopted a Final E-911 Service Plan (“Plan”) pursuant to the Emergency Telephone Service Enabling Act, 1986 PA 32, as amended (“Act 32”); and

WHEREAS, certain provisions of Article V of the current Plan addressing “Managerial Considerations” have resulted in unnecessary confusion as to the legal relationship between the 9-1-1 Advisory Committee, also called the “Communications Board”, the County Board of Commissioners and the 9-1-1 Coordinator/9-1-1 Operations Manager and what authority is desired to be delegated by the County Board of Commissioners; and

WHEREAS, the County Board of Commissioners desires to, and by the attached tentative amendments, defines and clarifies the powers and duties of the 9-1-1 Advisory Committee, also called the “Communications Board” and its relationship to the County Board of Commissioners; and

WHEREAS, the Plan must identify the managerial considerations that control technical, operational and fiscal aspects of the Emergency 9-1-1 Service for the Plan’s Service District, which is the entire geographic area of Branch County; and

WHEREAS, the County wishes to amend its Plan to recognize that the County's 9-1-1 System is a function of Branch County.

THEREFORE BE IT RESOLVED, the Branch County Board of Commissioners adopts the attached tentative amendments to Article V Managerial Considerations of the Branch 911 Service Plan.

BE IT FURTHER RESOLVED, that in accordance with Section 309 and others of Act 32, a public hearing is hereby scheduled on this amendment on November 12, 2019, to be held at 3:30 p.m. at the Branch County Board of Commissioners Room, located in Coldwater, Michigan.

BE IT FURTHER RESOLVED, that in accordance with Public Act 32, the County Clerk shall, within five (5) days of the adoption of the Resolution, forward a copy of the amended Plan, by certified mail, return receipt requested, to the Clerk or other appropriate official of each public agency located within the 911 Technical Service District of the Branch 911 Service Plan.

BE IT FURTHER RESOLVED, that in accordance with Section 308 and others of Act 32, the County Clerk shall give notice by publication of the hearing twice in a newspaper of general publication occurring at least thirty (30) days prior to the date of the public hearing on the Branch 911 Service Plan Amendment.

BE IT FURTHER RESOLVED, that Section V, entitled "Managerial Considerations" of the Branch 9-1-1 Service Plan originally adopted on March 12, 1996, and last amended on December 5, 2001 is replaced in its entirety with the following paragraphs:

ARTICLE V
MANAGERIAL CONSIDERATIONS

The Board of Commissioners, together with the Central Dispatch Board and 9-1-1 Coordinator/9-1-1 Operation Manager and/or alternatively each public or private safety agency which files a notice of intent to function as a PSAP (either primary or secondary) accepts the responsibility for the management of the 9-1-1 service operations in the Service District including but not limited to the technical and operational configurations, level of service and equipment needs.

Management of each PSAP will be in accordance with the policies and procedures as provided herein or by the public safety agency that operates the PSAP.

The County Board of Commissioners shall appoint a 9-1-1 Coordinator/9-1-1 Operations Manager who shall be responsible for establishing services required, administrative operations, and working with the 9-1-1 Advisory Committee ("Communications Board") in preparing budgets and developing rules and procedures to be finally approved by the Board of Commissioners. All decisions regarding the appointment and hiring, removal, compensation and duties of the 9-1-1 Coordinator/9-1-1 Operations Manager will be the responsibility of the Branch County Board of Commissioners including the setting of wages and fringe benefits.

The emergency 9-1-1 Communications Board is a function of Branch County as authorized by 1986 PA 32 and empowered by the Branch County Board of Commissioners through this plan to develop and recommend policies and procedures and contracts regarding the delivery of 9-1-1 related services subject to approval by the Branch County Board of Commissioners. The Branch County Sheriff and the law enforcement members of the Communications Board shall establish policies governing the operation, use, access and dissemination to computers interfaced directly or indirectly with the LEIN or NCIC computer systems including those which are used for the interstate exchange of criminal history record information. The Communications Board and/or the 9-1-1 Coordinator/9-1-1 Operations Manager shall tentatively negotiate the terms of commercial contracts for submission to and approval by the Board of Commissioners. The Communications Board shall recommend technical and operational procedures, as necessary, for the Branch County E-9-1-1 Central Dispatch operations.

Overall County management of the 9-1-1 System will be accomplished by the consideration of the advice and recommendations of a 9-1-1 Advisory Committee, hereafter called the "Communications Board". This Committee, comprised of law enforcement, fire service, emergency medical service, and government agencies will be appointed with one (1) representative from each of the following agencies:

Statutory

Branch County Sheriff's Department - Mandatory
Michigan State Police – Mandatory
All County Fire Departments – Mandatory

Law Enforcement

City of Coldwater Police
City of Bronson Police
Village of Quincy Police
Village of Union City Police

County Representatives

Branch County Commissioner
Branch County Emergency Management/Coordinator
General Public – Citizen at Large

Sherwood Village or Township
Township Supervisors Association

The Communications Board will be responsible for study, analysis and recommendations for system planning, coordination, liaison with 9-1-1 vendors, public education, developing and recommending standard operating procedures (SOP) to be approved by the Board of Commissioners, and for recommendations for resolving disputes between agencies and/or municipalities for the 9-1-1 system. The Communications Board, in concert with affected agencies, and the 9-1-1- Coordinator/9-1-1 Operations Manager shall develop and recommend to the County Board of Commissioners all necessary SOP and procedures for the effective and efficient operation of the 9-1-1 System which shall be subject to the final approval of the Board of Commissioners. Service to the public shall be their guiding principal in all such endeavors.

The Board of Commissioners shall create a position, the County Administrator/Controller shall review applications and make recommendation to the Board of Commissioners to approve the employment of the

9-1-1 Communication Center's department head or "9-1-1 Coordinator/9-1-1-Operations Manager". The 9-1-1 Coordinator/9-1-1 Operations Manager shall seek technical and operational direction from the Communications Board.

The Communications Board shall advise the Board of Commissioners regarding oversight of the technical work and technical operations of the services and the 9-1-1 Coordinator/9-1-1 Operations Manager.

The 9-1-1 dispatchers shall be civilian employees of Branch County under the control of the Board of Commissioners and shall be under the day to day supervision of the 9-1-1 Coordinator/9-1-1 Operations Manager.

The hiring, firing and disciplining of dispatchers shall be the responsibility of the 9-1-1 Coordinator/9-1-1 Operations Manager in consultation with and approval by the County Administrator/Controller in accordance with established policy.

Information in the data base would be updated every three days by way of a disk furnished by the telephone company. Dispatchers, with the assistance of local jurisdictions, would be responsible for entering the jurisdictional information and any special information.

All pay telephones would have access to 9-1-1 without the use of coins. The location of the phone would show on the screen for the dispatcher.

Ring-down (hot lines) will be installed between appropriate agencies and/or counties to assure rapid and efficient dispatch both between agencies and for areas outside Branch County.

Automatic transfer CRT's and printers may be installed at some agencies. These allow the receiving agency to see and read the same information that the dispatcher has but again do not have full computer capability.

An outline showing responsibilities and changes necessary for emergency agencies in order to implement 9-1-1 is attached.

BE IT FURTHER RESOLVED, that the County Clerk and the Chairperson of the Board of Commissioners are hereby authorized to sign the tentative Amended Branch 911 Service Plan and any necessary noticing documents under the applicable statutory provisions of Public Act 32 and this resolution.

Upon roll call vote the results were as follows:

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

No – 0

MOTION CARRIED

5/ Motion by Commissioner Hazelbaker, seconded by Commissioner Kolcz to approve 911's request to purchase 2 Solacom Guardian Mobile Positions in the amount of \$43,037.91, to be taken out of Capital Outlay. **MOTION CARRIED**

Consent Agenda:

to approve the Bills and Accounts in the amount of \$366,961.20.

to approve the L-4402 Millage Apportionment Report for 2020.

6/ Motion by Commissioner Vrablic, seconded by Commissioner Norris that authorization is given to approve the following items by Consent Agenda: Bills & Accounts and Tax Rate Apportionment Report L-4402- Equalization. **MOTION CARRIED**

7/ Motion by Commissioner Vrablic, seconded by Commissioner Kolcz, to approve the Public Defenders request to allow Terri Norris to be added to the list as a Public Defender, retroactive to September 29, 2019. **MOTION CARRIED**

8/ Motion by Commissioner Vrablic, seconded by Commissioner Norris, to approve the request to obtain the Owners/Contractors Protection in the amount not to exceed \$25,840 and Builders Risk Protection in the amount not to exceed \$35,000, to be taken out of the Jail Mileage Fund. **MOTION CARRIED**

9/ Motion by Commissioner Vrablic, seconded by Commissioner Norris, that regarding pending litigation in the McNeil matter, to follow the advice of counsel and to settle this case. **MOTION CARRIED**

A presentation was provided to the Board by ITC. They are the largest electric transmission company nationally. They are working in the area with projects on Newton Rd. and Butters Ave.

10/ Commissioner Vrablic nominated Robert Montgomery to fill an expiring position on the Human services Board. The term will expire on 10/31/2019.

11/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, that a vote by ballot be taken to appoint one Democrat and one Republican to the Branch County Board of Canvassers. MOTION CARRIED

Democrat candidate nominees: Bing Johnson, Andre Schirk, Anita Hoyt

Republican candidate nominees: Billie Pollack, Dee Ann Pann, Chancelir Murdock

Upon vote by ballot Johnson received five votes and Pollack received five votes, thereupon being elected to fill the canvass positions.

Committee/Liaison Reports:

Hazelbaker – Stated that Northwoods Coffee will be opening on 10/21/19.

Chairman's Remarks:

Chairman Gordon asked for a moment of silence due to the passing of Union City resident and former commissioner Bill Coats.

12/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, to go into closed session to discuss union contract negotiations.

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 4:23pm and returned to open session at 4:45pm.

13/ Motion by Commissioner Hazelbaker, seconded by Commissioner Norris, to go into closed session to discuss attorney/client privileged letter dated 06/19/2017.

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 4:46pm and returned to open session at 4:50pm.

14/ Motion by Commissioner Hazelbaker, seconded by Commissioner Norris to adjourn at 4:50pm. MOTION CARRIED

Chairman

Clerk