

# WORKING MEETING

October 3, 2019

Convened: 9:00 AM

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

Also Present: Donald Reid of the Daily Reporter, Sheriff Pollack, Jim Measel-WTVB, Register of Deeds Nancy Hutchins, Complex Manager-Scott Walls, Undersheriff Eichler, 911 Director Kurt Spalding, Equalization Director Jody Connell, Treasurer Ann Vrablic and Administrator Bud Norman.

## Public Comment:

A moment of silence took place in memory of attorney J. Richard Colbeck. Colleges spoke kind words of Mr. Colbeck and shared fond memories of him. He will be greatly missed by many.

The Committee added EEE update as an item of information under P3.

## PERSONNEL, PLANS & POLICY

(Commissioner Norris)

### EEE Update

Branch-Hillsdale-St. Joseph Community Health Agency Health Officer Rebecca Burns gave the Committee an update on steps they have taken to combat Eastern Equine Encephalitis (EEE). As of last Thursday, over 186,000 acres have been sprayed in southwest Michigan, including three areas in St. Joseph County. One area in northeast St. Joseph County borders the Sherwood area. Spraying is taking place within a 2 ½ mile radius of every EEE case. There are no human vaccinations that can fight EEE. There have been nine human cases reported along with 33 animal cases. She said the weather this year is one of the reasons for the problem. If spraying needed to take place in the County a local press release would be issued, along with communicating with the City/Village or Township Supervisor and Commissioner for that District.

### Resolution -E911 Service Plan

A copy of the 911 Service Plan Tentative Amendment Resolution was provided to the Committee for their review. It specifically updates information in Article V of the plan. The original service plan was adopted March 12, 1996 and was last amended on December 5, 2001. The Public Hearing will take place on November 12, 2019. The Committee Recommends:

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Branch County Board of Commissioners E-911 Plan Tentative Amendment Resolution, with the public hearing taking place November 12, 2019.**

## SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

None

**Frontier-Solacom Guardian-Mobile for 911**

A quote was provided requesting approval for 911 to purchase 2 Solacom Guardian Mobile telephone positions for back up in case the administrative lines are disrupted. The phones will be housed in a suitcase that will be portable.

The total amount of \$43,037.91, would be taken out of Capital Outlay. The yearly maintenance and support fee will be \$4,000. The Committee Recommends:

**Motion by                      seconded by                      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.**

**Jail Update**

Administrator Norman said the tour of the Tipton Jail took place. Undersheriff Eichler, Byce-Securiture and Clark Construction traveled to Georgia where they met with the door and lock vendors. The clearing of the trees and stumps will begin October 7th. Ground breaking will take place on October 25<sup>th</sup> at 3:00 pm.

**Motion by                      seconded by                      that authorization is given to approve the following items by Consent Agenda: Bills & Accounts and Tax Rate Apportionment Report L-4402- Equalization**

**Bills & Accounts**

Administrator Norman presented a summary of the Bills and Accounts (Attorney Fees-24% Jail Operations-Board and Care-24%, Building Maintenance & Repair-12% Supplies-12% and Jail Operations-Commissary Supplies-11%) to make up 83% of the invoices. The Committee Recommends:

Motion by                      and seconded by                      to approve the Bills and Accounts in the amount of \$366,961.20

**Tax Rate Apportionment Report L 4402-Equalization**

The L-4402 report was presented to the committee for review and approval. This report shows the Mills apportioned by the county for 2020. The Committee Recommends:

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

**Public Defender Request**

Matt Glaser who is the Public Defender has provided a written request asking for approval that Terri Norris be added to the list of contracted attorneys for their office. There has been a high volume of cases due to the recent passing of Attorney Colbeck. Payment for her services will come from funds received from the State of Michigan and not local funds that will not compromise her position as a Commissioner. Mr. Glaser is also asking that the request be retroactive to September 29, 2019, as this date started the transition of cases. The Committee Recommends:

**Motion by                      seconded by                      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.**

**Jail Construction Coverage**

Administrative Norman is requesting approval to purchase Jail construction insurance coverage that the insurer has recommended. The first insurance coverage, in the amount of \$25,840, is Owners/Contractors Protection (OCP) -that covers those individuals while working on the facility. The other coverage, in the amount of \$35,000, called Builders Risk, covers property damage due to anything including acts of god such as high winds, tornado's etc. The OCP coverage was offered through Clark Construction. The Builders Risk will be handled through the Counties Insurer. The Committee Recommends:

**Motion by                      seconded by                      to approve the request to obtain the Owners/Contractors Protection in the amount of \$25,840 and Builders Risk Protection in the amount of \$35,000, to be taken out of the Jail Mileage Fund.**

**LEGISLATIVE**

**(Commissioner Gordon)**

**None**

**OTHER**

It was moved and seconded to go into closed session to discuss ongoing Union negotiations. Upon roll call vote the committee went into closed session at 9:58 am.

The committee returned to open session at 10:35 am.

It was moved and seconded to go into closed session to discuss ongoing Litigation. Upon roll call vote the committee went into closed session at 10:36 am.

The committee returned to open session at 10:53 am.

It was moved and seconded to go into closed session to discuss Attorney/Client privileged letter dated 07/19/17. Upon roll call vote the committee went into closed session at 10:54 am.

The committee returned to open session at 11:04 am.

**Motion by                      seconded by                      that regarding pending litigation in the McNeil matter, to follow the advice of counsel and to settle this case.**

The meeting was adjourned at 11:04 am

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