

# WORKING MEETING

November 21, 2019

Convened: 9:00 am

Present: Commissioner Gordon, Commissioner Matthew, Commissioner Kolcz, Commissioner Hazelbaker and Commissioner Norris

Also Present: Jim Measel-WTVB, Don Reid-Coldwater Daily Reporter, Jail Administrator Blankenship, Undersheriff Eichler, Sheriff Pollack, County Complex Manager Scott Walls, Tim Miner-Emergency Management, Airport Manager Joe Best and Administrator Bud Norman.

Agenda was approved.

## **Public Comment**

Jan Nageldinger and Anna Kiem spoke to the committee about developing a County ordinance regarding the treatment of animals in extreme weather conditions. They provided handouts for reference.

## **PERSONNEL, PLANS & POLICY**

**(Commissioner Norris)**

### **GELC Grievance**

Duane Smith, GELC union representative, spoke to the committee about a grievance filed by two employees who transferred from 911 dispatch to the Sheriff's Department. When the transfer was made the employees were under the impression that it was a lateral move and that their pension and other benefits would remain the same. It was later found that their multiplier was changed from 2% to 1%. They were both hired before 01/01/2011 and feel that the multiplier should not have changed with the move. Smith stated that this issue could be easily resolved by the County submitting an Alternative Rules Transfer form to MERS. A committee member asked if the employees changed unions when they transferred to the new positions. Smith said that they did but the language regarding pension was basically the same between the two contracts. The Sheriff spoke as a co-employer stating that this was supposed to be a lateral move and that the only issue at the time was wages. There was never discussion about retirement. The employees didn't know of the percentage change until 6 months after the transfer. He suggested that, at a minimum, the employees should receive the 1% multiplier from the start date at the Sheriff's Department, not from their hire date with the County. The committee has 5 working days to respond to the grievance.

### **Jail Committee Questions – Meeting**

At a previous meeting there was a question asked about the OMA with regards to the Jail Committee meetings. The Administrator stated that he had spoken to legal counsel and the difference between an open and closed meeting is that an open meeting is more structured and follows Robert's Rules of Order. In a closed meeting information and discussion can flow freely. The Jail Committee was set up as a closed committee. Only members assigned to the committee should be attending the meetings.

### **Jail Committee Questions - Travel**

At a previous meeting there was a question asked regarding non-employees traveling in county owned vehicles.

The Administrator spoke to both legal counsel and the risk management carrier. The risk management carrier stated that the County should have a policy that prohibits the use of county vehicles for anything other than county business. The policy should also state that the County restricts drivers and passengers, other than those authorized, from riding in the county vehicles.

The County has allowed ride-along passengers, but our legal counsel has pointed out that ride-longs have the potential to cause a greater liability to the county. Our insurer covers our employees, but there is no workman's comp for non-employees. If there was an accident the county could be sued. There will be a policy written to address these issues.

**SHERIFF & PUBLIC SAFETY** **(Commissioner Kolcz)**

**911 Report**

The 911 Director provided a written report for review. October 2019: Law Enforcement: 3,756 (2019) 3755 (2018), Fire: 313 (2019) 259 (2018), Emergency Medical: 314 (2019) 298 (2018). Total Events: 4,729 (2019), 4,690 (2018).

**Emergency Management Report**

Tim Miner stated that it is time for people to start planning for bad weather, making sure they have enough food, water and supplies; they are finishing up the school planning; after the first of the year they are going to working with various agencies on extended exercises.

**LifeCare Ambulance**

**Priority 1 Responses**-197, Late 41, Percentage 79.9%. **Priority 3 Responses**-155, Citizen Assist calls 24, Pre-Scheduled/Interfacility 67, Public Service/Event Coverage 10.

**Undersheriff Report** **(October 2019)**

Total Arrests: 42  
Total Citations: 227 of the 227, Secondary Road: 179  
Traffic Accidents: 36 2 on the Interstate  
Total Car/Deer Accidents : 25  
Reserve Deputies: 77.50 hours  
Posse: 0 hours  
Inmate Transport 57.50 hours (Warrants, Writs, Hospital, etc.)  
Marine Patrol: 104.50 hours  
Overtime: Road patrol –174 hours Corrections – 302 hours- Court-38 hours- SRP 40 hours

172 pounds of prescription drugs collected. 0- Meth Lab.

Foreclosures – For this year 39– Sales 113 – prepared \$2,627,160.49

**Jail Administrator's Report** **(October 2019)**

Average Daily Count for October: 89  
Average break down: 69 males/20 females

As of **11/15/19** count is **81 with 15 females**

Jail Incidents for October: 25

**Animal Control Report**

**(October 2019)**

Total Animal Intake: 18 (4 from Hillsdale County) Total Reclaim: 12 Total Adopted: 0 Total Other/Transfer: 4  
As of 11/6/19: 2 dogs in the shelter

**HOUSE**

**(Commissioner Matthew)**

**Request to Purchase Snow Plow - Airport**

Airport Manager Joe Best submitted a quote from Bates Tractor and Equipment for two snow plow options. The first is for a Boss 8'2" Poly V-XT plow with controller for \$5450. The second is for a Boss 9'2" Poly V-XT plow with controller for \$5550. The quote also listed additional costs for accessories: skid shoes at \$45 each and a snow deflector for \$325 installed. Best stated that the County Complex Manager made him aware that a used plow could be purchased for around \$3800. The funds to purchase a plow would come from the sale of a truck and other miscellaneous items. Best will come back to the committee when the truck is sold and when an acceptable plow is found.

**Jail Update**

The Administrator stated that a jail committee meeting was held on November 20<sup>th</sup>. They discussed bid packages and design assist partners. Design assist partners include: mechanical, electrical and fire protection. Tours will be set up to view the controls at other facilities.

Representatives from Clarke Construction addressed the Committee. It was noted that they are working with the design assist partners to keep the project in tune with the budget. The construction process was explained noting that the current soil conditions are of concern, due to the weather conditions. If they were to move forward with the construction of the project now, it could cost \$300,000 - \$750,000 to get the land prepped and reinforced for the cement work. They are recommending postponing the earthwork until the frost laws are lifted. This would probably cause a six-week delay, but they feel that they would still meet the original 22-month construction projection. Waiting will also generate some costs savings. The Committee recommends:

**Motion by                          seconded by                          to approve the schedule adjustment  
to Spring of 2020 for the foundation establishment of the new jail.**

The Committee took a 10-minute recess at 10:02am and returned at 10:12am

**FINANCE**

**(Commissioner Hazelbaker)**

**Motion by                          seconded by                          that authorization is given to approve the  
following items by Consent Agenda: Bills & Accounts, the purchase of rifle plates-Sheriff's  
Department.**

**Bills & Accounts**

Administrator Norman presented a summary of the Bills and Accounts. (Autopsies-37%, Jail Operations-Board and Care-17%, Contract Services-11%, Attorney Fees-8%, and Building Repair and Maintenance-8%) to make up 81% of the invoices. It was asked that Dr, Davis attend a work session to give an update on the increase in autopsies. The Committee Recommends:

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Bills and Accounts in the amount of \$347,434.93

**Request to purchase Tactical Rifle Plates – Sheriff**

The Sheriff is requesting to purchase tactical rifle plates for the road deputies. They would like to purchase 10 rifle carriers and plates at a cost of \$3,990. They have the funds available in their budget. The Committee recommends:

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the purchase of rifle carriers and plates for the road deputies in the amount of \$3,990 to be paid for out of the Sheriffs budget.

**2020 General Fund Budget-Draft #4**

The Administrator presented Draft #4 of the 2020 budget. The current shortfall is -.6M (\$639,500). Capital Outlay and contingencies will need to be reviewed. There are approximately \$335,000 in requests. They will also need to look at below the line costs for each department. There was also discussion regarding the pension progress and contributions.

**2020 Special Fund Draft #2**

Administrator Norman presented Draft #2 of the 2020 Special Fund Budget. The total for special funds is \$42,653,712.96. Some funds will need to use money from the fund balance to balance out, but this will not affect the General Fund.

**LEGISLATIVE**

**(Commissioner Gordon)**

**Commissioner Area of Responsibility and Liaison Assignments**

Chairman Gordon amended commissioner responsibilities and liaison assignments due to the departure of Commissioner Vrablic and the addition of Commissioner Matthew. Commissioner Hazelbaker will take over the Finance area and Commissioner Matthew will take over the House area. Commissioner Matthew will keep the liaison assignments that Commissioner Vrablic had.

Motion by Commissioner Norris, seconded by Commission Kolcz to suspend board rules to allow for the assignment changes. Motion Carried

Motion by Commissioner Norris, seconded by Commissioner Kolcz that approval is given for Commissioner Hazelbaker take over the Finance area and that Commissioner Matthew take over the House area and keep the liaison assignments previously held by Commissioner Vrablic. Motion Carried

**Resolution-Otsego County – Supporting HB4937/SB504-505**

There was a brief discussion regarding HB4937, supporting the legislation to adopt 4-year terms for Commissioners.

The committee would like a resolution drafted for approval. The Committee recommends:

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the resolution in support of adopting 4-year terms for Commissioners, HB4937.**

**Other**

It was moved and seconded to go into closed session to discuss COAM union negotiations. Upon roll call vote the committee went into closed session at 11:12 am.

The committee returned to open session at 11:35 am.

It was moved and seconded to go into closed session to discuss Union negotiations. Upon roll call vote the committee went into closed session at 11:35 am.

The committee returned to open session at 11:53 am and the meeting was adjourned.

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