

WORKING MEETING

December 17, 2019

Convened: 2:00 pm

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

Also Present: Jim Measel-WTVB, Don Reid-Coldwater Daily Reporter, Undersheriff Eichler, Sheriff Pollack, County Complex Manager Scott Walls, Register of Deeds - Nancy Hutchins, Treasurer-Ann Vrablic, Chief Deputy Treasurer Kelli Talbot, 911 Director Kurt Spalding, City of Coldwater Fire Chief David Schmaltz and Administrator Bud Norman.

Agenda was approved.

PERSONNEL, PLANS & POLICY

(Commissioner Norris)

2020 General Fund FTE Staffing Plan

The committee was provided with a copy of the updated 2020 Staffing Plan for the General Fund Departments. The 2020 general fund FTE's are 103.40. This staffing plan includes the two additional road deputies. It also outlines the departments who have GELC employees that will be moving to Non-union effective 1/1/20.

Motion by _____ and seconded by _____ to approve the 2020 Staffing Plan.

2020 Organizational Meeting-Date/Time

The Committee discussed the date and time for the 2020 Organizational Meeting.

Motion by _____ and seconded by _____ to hold the 2020 Organizational Meeting on January 2, 2020, at 9:30 am.

Dr. Davis, Medical Examiner-Autopsy Numbers and Billing

Medical Examiner, Dr. Troy Davis provided the committee with an update. He said there were 85 death investigations this year, which is slightly up from previous years. 24 autopsies were performed, which is average. Lucas County is currently the most expensive to conduct an autopsy. He stated Spectrum Health runs a second toxicology test to confirm the results, Lucas County does not do this. He believes a double toxicology test is something that will be required in the future. Dr. Davis stated that he is looking into the services offered by Western Michigan University. It is a new program, but it might be an option in the future.

SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

911 Report

The 911 Director provided a written report for review. November 2019: Law Enforcement: 3, (2019) 3,748 (2018), Fire: 302 (2019) 251 (2018), Emergency Medical: 326 (2019) 272 (2018). Total Events: 4,543 (2019), 4,561 (2018).

City of Coldwater Fire Chief David Schmaltz, who is also the Chair of the 911 Board, spoke to the committee regarding the current radio system at 911. He stated that they are looking to upgrade the system. In November they had presentations from two vendors. He said the tech committee met with the consultants recently and there are more questions and concerns. The consultants advised to delay the decision until their questions and concerns can be addressed. The 911 committee will be delaying the recommendation to the Board of Commissioners until on or before March 31, 2020.

Undersheriff Report **(November 2019)**

Total Arrests:	37
Total Citations:	218 of the 218, Secondary Road: 84
Traffic Accidents:	69 7 on the Interstate
Total Car/Deer Accidents :	34
Reserve Deputies:	48 hours
Posse:	0 hours
Inmate Transport	37.50 hours (Warrants, Writs, Hospital, etc.)
Marine Patrol:	13.50 hours
Overtime: Road patrol –63 hours	Corrections – 287 hours- Court-16.50 hours- SRP 22.5 hours

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

Foreclosures – For this year 44– Sales 132 – prepared \$2,944,268.31

Jail Administrator’s Report **(November 2019)**

Average Daily Count for November: 89
 Average break down: 71 males/18 females

As of **12/13/19** count is **93 with 14 females**

Jail Incidents for November: 15

HOUSE **(Commissioner Matthew)**

Jail Update

Administrator Norman stated that the committee continues to meet to take measures for valued engineering and to come up with better ways to do things that are cost saving to the County.

FINANCE **(Commissioner Hazelbaker)**

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts. (Misc. Contractual Expenses-35%, Autopsies-21%, Juvenile Detention Treatment-17%, Jail Operations Board and Care -9% and Attorney Fees-4%) to make up 86% of the invoices. The Committee Recommends:

**Motion by seconded by to approve the Bills and Accounts in the
 amount of \$301,221.78.**

Master Plan Funding Request-Planning Commission (Deb Lounds-Bowers)

Debbie Lounds-Bowers with the Branch County Planning Commission is requesting approval for funds not to exceed \$20,000, for the development of the counties new master plan. The master plan has not been updated since 1993. The planning commission submitted 3 different letters to companies that offer the service of writing a master plan.

Only one bid was received, that came in at \$30,000. Information was shared with Southcentral Michigan Planning Council, who then submitted a bid of \$15,500, which is dependent on the amount of assistance that is received. The Planning Commission is asking for the amount not to exceed \$20,000. The Planning Commission has worked with Southcentral Michigan Planning Council to keep the cost as low as possible. They have agreed to bill half the cost in 2020 in two separate billings, then the remainder will be billed in 2021. The Committee Recommends:

Motion by seconded by that approval is given to the County Planning Commission to contract with the Southcentral Michigan Planning Council to update the county master plan, not to exceed \$20,000 with half the cost being billed in 2020 and the additional amount to be billed in 2021.

Juvenile Defender Contract-2020 to 2021

The Juvenile Court Attorney Appointment Agreement was presented to the committee for their review. There are no changes in the contract other than the agreement will be with Attorney Benjamin Jewell. Attorney Ralph Stevens is stepping down. The contract is for 2 years beginning January 1st, 2020 through December 31, 2021, with a base amount \$73,200 per year. The Committee Recommends:

Motion by seconded by to approve the 2020 and 2021 Juvenile Defender Contract.

2020 Non-Union and Elected Wage Scales

The Administrator made a recommendation to the committee to consider a 2.5% wage increase, for the Non-Union and Elected Wage Scales employees for 2020. The Committee Recommends:

Motion by seconded by to approve a 2.5% increase for the Non-Union and Elected Wage employees for 2020.

2020 General Fund Budget

The Administrator present the final draft of the 2020 budget. The 2020 budget is \$13,698,973.02 The difference between expenditures and revenues are \$762,933.56. Money to make up the difference will come out of the fund balance. He said there will be amendments to the budget in 2020 once union negotiations are completed and insurance rates are received.

The County elected to do a passive open enrollment. Open enrollment for the employees will take place in January or February.

Motion by and seconded by that the 2020 General Fund Budget is approved in the amount of \$13,698,973.02.

2020 Special Fund Budget

The 2020 Special Fund Budget was presented to the committee. The Committee recommends:

Motion by _____ and seconded by _____ that the 2020 Special Fund Budget is approved in the amount of \$42,920,092.55.

2020 Appropriations Act

The 2020 General Fund Appropriations Act Resolution was presented. The Administrator said the only change from the previous year is the amount of \$13,698,973.02. The Committee recommends:

Motion by _____ seconded by _____ that authorization is given to approve the 2020 General Fund Appropriations Act resolution in the amount of \$13,698,973.02.

2019, 2020, 2021 Audit Award

Administrator Norman said 7 RFP letters to audit firms were mailed and 3 companies responded. The Treasurer and Administrator opened the packs to review. There are additional questions to be asked, these questions will be sent to the three companies. The Administrator will bring the information back at the first Work Meeting in January.

LEGISLATIVE _____ **(Commissioner Gordon)**

Resolution-Fee for Service Reimbursement Model (Eaton County)

A resolution from Eaton County regarding fees for service reimbursement was presented to the committee for their review.

The meeting was adjourned at 2:58 pm.

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