

WORKING MEETING

April 2, 2020

Convened: 9:00 AM

Present: Commissioner Gordon, Commissioner Matthew, Commissioner Norris, Commissioner Kolcz and Commissioner Hazelbaker, via Video conference call.

Also Present: Don Reid of the Daily Reporter, Undersheriff Eichler, Jail Administrator Blankenship, Register of Deeds Nancy Hutchins, Jody Connell-Equalization, IT Director Matt Fosdick, via Video conference call.

County Clerk Terry Kubasiak and Administrator Norman in the Commissioners Boardroom.

The Agenda was approved.

PERSONNEL, PLANS & POLICY (Commissioner Norris)

Closure Extension

Commissioner Norris suggested that the closure of the Courthouse and other County buildings be extended through April 30th. Essential Services employees would still report. This would coincide with the President's recommendation. The Committee Recommends:

Motion by _____ seconded by _____ that the closure of the Courthouse and other County buildings be extended through April 30, 2020.

Standing Board Rules

There was discussion about the Board being paid per diem for attending work sessions and board meetings via video conference. It was recommended to adjust Section VII, item G of the Standing Board Rules to allow for payment when there is a waiver to the OMA requirements. The Committee Recommends:

Motion by _____ seconded by _____ that Section VII, item G of the Standing Board Rules be amended, allowing Board members to be paid per diem for attending meetings held via video conference, as the law allows.

SHERIFF & PUBLIC SAFETY (Commissioner Kolcz)

None

Jail Update (Part 1)

The Administrator stated that a request was made to the State asking that the Jail construction be considered as an essential service, so the project could move forward. The request was approved effective April 6, 2020. Earthworks would be started, taking social distancing in to consideration.

Jail Update (Part 2)

After a short recess, Jim Escamilla of Byce & Assoc.; Joe Mrack of Securitecture and Mary Kane-Butkovich of Clark Construction, joined the meeting at 9:45am.

Mr. Mrack gave a progress report. A power point presentation was provided for reference Design & Construction: the building has been shifted as far south as possible, to reduce the number of piers needed. The north drive will be used for deliveries and Wilhelm Drive will be used for Jail traffic. Mrack spoke about the evacuation building and pointed out the various parking areas that would be available. Floorplan: First Floor has had very little change. They have eliminated the mezzanines in the work release dorms. They have also changed an area from cells to dormitory style. There was a question about housing juveniles. Mrack stated that there is a special holding cell by the intake area that will hold two juveniles for a short period of time; until they can be placed in a facility. The plans comply with federal requirements. Exterior: the lower 3ft of wall will be split base grout base block. Above that are smooth and ribbed insulated metal panels. Mrack stated that Site/Civil Design, Structural Design and Detention and Security Electronics Design are complete. The Mechanical and Electrical Design and Architectural Design will be complete by April 8, 2020. They will be ready to start bidding on April 8th.

Mr. Escamilla stated that the COVID-19 virus has changed the design slightly. They will be installing a maintenance free plasma air purifier in every air handler unit. This will reduce the bacteria, dust, etc. that employees and inmates would be exposed to. The additional cost would be \$30,000. A committee member asked if we were on budget. Rob Conley from Clark Construction stated that we are tracking very well on budget. Mr. Escamilla stated that contractors have offered suggestions and ideas that have allowed for some cost savings. It was asked if we are on schedule. Ms. Butkovich stated that the plan is to start on Monday, April 6th, which is on track. With the virus, there could be reduced crews. They are doing everything possible to educate the workers on the health guidelines, which are constantly changing. Material deliveries could be an issue, as many factories are shut down. Earthwork can start.

Ms. Butovich gave a preconstruction update. A pre-award meeting for Bid Pack #3 (Earthwork, Foundation, Steel & Detention Equipment Contractor) was conducted; Byce completed a page turn of construction documents; Continuing constructability review of Bid Pack #4, followed by Bid Pack #5; Bid Pack #4 out for bids on April 14, with Bid Pack #5 tentatively out for bid by May 19th. It was also noted that the building permit was submitted on April 1st; Clark is working with Swan Electric and CBPU.

Motion by seconded by that authorization is given to approve the following items by Consent Agenda: Bills & Accounts, L4024 report and Administrator Authorization

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts (Contractual Expenses-30%, Jail Operations-Board & Care- 27%, Attorney Fees- 17%, Jail Operations-Commissary Supplies—10% and Building Repair & Maintenance-5%) to make up 89% of the invoices. The Committee Recommends:

Motion by _____ and seconded by _____ to approve the Bills and Accounts in the amount of \$375,270.95.

Annual L4024 Report

Jody Connell presented the L-4024 equalization report to the Committee for review and approval. The Committee Recommends:

Motion by _____ seconded by _____ to approve the L-4024 report as submitted.

Authorization

The Administrator requested approval to sign the Bills & Accounts report and to sign the L-4024 report on behalf of the Chairman, due to the meetings be held via video conference. The Committee Recommends:

Motion by _____ seconded by _____ to give authorization to the Administrator to sign the Bills & Accounts report and the L-4024 report.

LEGISLATIVE

(Commissioner Gordon)

Resolution-Emergency Management and Safe Schools – Houghton County.

A resolution regarding PA 435 of 2018 was submitted by Houghton County for Committee review.

OTHER

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 10:27am.

The Committee returned to open session at 10:42am

It was moved and seconded to go into closed session to discuss Attorney/Client privileged letter dated 07/19/2017. Upon roll call vote the Committee went into closed session at 10:43am.

The Committee returned to open session at 10:52am. The meeting adjourned at 10:53 am.

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