

WORKING MEETING

August 14, 2020

Convened: 11:00 am

Roll Call was taken

Present: Commissioner Gordon, Commissioner Matthew, Commissioner Norris and Commissioner Hazelbaker all via remote video access. Commissioner Kolcz attended via telephone

Also Present: Sheriff Pollack; Undersheriff Eichler; Jail Administrator Fred Blankenship; Detective Dan Nichols; Deputy Steve McManamey; Jim Measel-WTVB; Don Reid Daily Reporter; Tim Miner-Emergency Mgr.; Kurt Spaulding-911 (via video access).

County Clerk Kubasiak and Administrator Norman (Commissioners Boardroom)

The agenda was approved.

PERSONNEL, PLANS & POLICY

(Commissioner Norris)

Southwest Workforce Development – By-Laws and Resolution

The Committee reviewed the by-laws and resolution for Michigan Works! Southwest Workforce Development Board. These documents are reviewed and approved every two years. There were minor changes made from the previous agreement. If approved, this agreement would be in effect from October 1, 2020 – September 30, 2022.

The Committee recommends:

Motion by _____ seconded by _____ to approve the By-Laws and resolution submitted by the Michigan Works! Southwest Michigan Workforce Development Board, effective October 1, 2020 – September 30, 2022.

Work Share Program Update

The Administrator provided a wrap-up of the Work Share program. Branch County participated for 8 weeks. 74 employees participated, with 33 employees at 20% and 41 employees at 40%. The approximate savings to the County was \$169,475.47. Branch County employees gave up a total amount of approximately \$157,431.93 in wages, but received approximately \$414,864.00 from Work Share. These employees will have to pay Federal & State taxes on their Work Share proceeds. It was also noted that these employees did not receive FICA taxes or retirement benefits on Work Share proceeds.

Retirement Issue – Sheriff's Department

Detective Nichols is questioning the years of service recorded for his retirement plans. He noted that he is vested in both the John Hancock plan and the MERS plan. He believes he is short one year of service. He also stated that when trying to access his information from John Hancock he was told that permission to access accounts had to come from Administrator Norman. He asked that the Committee request the Administrator approval be lifted, so employees will have access to information on their personal accounts at any time. The Administrator will contact John Hancock.

SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

911 Report

2020 Law Enforcement: 3716 **2020** Fire: 276 **2020** Emergency Medical: 354

2019 Law Enforcement: 4203 **2019** Fire: 302 **2019** Emergency Medical: 324

Total Events: July 2020 – 4739 July 2019 - 5283

CNE Business:	215	CNE Residential	4,063
CNE Phones:	4,316	Texts:	2,686
Emails:	1,821	Weather Warning:	3,905

(CNE – Community Network Enrollment)

Emergency Management Report

Tim Miner stated that he is actively monitoring COVID-19. They are still supporting personal protective equipment to their first responders and are working with the schools on their reopening plans.

Life Care Ambulance Report

Life Care volume is slowly coming back. They are at about 80% of normal (before COVID). They are keeping their first responders safe; supplying appropriate PPE, constantly changing rules and protocol, increased sanitation.

Undersheriff Report

(July 2020)

Total Complaints: 700
Total Arrests: 26
Total Citations: 201 of the 132, Secondary Road: 160
Traffic Accidents: 34 5 on the Interstate
Total Car/Deer Accidents : 19
Reserve Deputies: 29.5 hours
Posse: 0 hours
Marine Patrol: 451 hours
Inmate Transport 29.25 hours (Warrants, Writs, Hospital, etc.)
Governor Order Violation 0
Overtime: Road patrol – 251.75 hours Corrections – 618.75 hours- Court – 38.5 hours- SRP 35.5 hours
31 pounds of prescription drugs collected. 0 Meth Lab.
Foreclosures – For this year 9 – Sale 85 – prepared \$652,459.57

Jail Administrator’s Report

(July 2020)

Average Daily Count for July: 81
Average break down: 73 males/8 females

As of **08/11/2020** count is **82 with 11 females**

Jail Incidents for July: 38

Animal Control

(July 2020)

Total Animals: 17 (Hillsdale County: 3)

Total Disposition: 17

Marine Patrol Report

(July 2020)

Total Warnings: 115

Total Citations: 7

HOUSE

(Commissioner Matthew)

911 Request for Purchase – Software System for use with Local Fire Departments

A quote was submitted for approval, by 911, for a new software system. The system would allow firefighters to receive fire information through their cellphones rather than waiting for an alarm or a fire call. The software quote in the amount of \$9490.96 was provided by CENTRALSQUARE. The funds to pay for the software would come from the 911 budget. The Committee recommends:

Motion by _____ seconded by _____ to approve the software quote from CENTRALSQUARE in the amount of \$9490.96, with the funds coming from the 911 budget.

RFP – Teen Share Project

The Administrator stated that there are two houses that used for the Teen Share program; one for up to 3 males and the other for up to 3 females. They are located at 145 E. State street and are connected to the prison water and sewer system. It is now necessary that the houses be removed from the prison facilities and are connected to the public systems. The water system will be able to connect to CBPU. The sewer lines are 300’ away and would be costly to connect to. It was determined that a septic system should be installed. The Administrator would like permission to issue an RFP for both the water and sewer projects.

Motion by _____ seconded by _____ to approve for an RFP to be issued for the water and sewer projects at the Teen Share houses.

Jail Update

The Administrator stated that as of 08/07/2020 the Utilities are 100% complete, Parking and Roads are 90% complete. Steel is being installed, all columns beams and joist in place and they are now detailing the steel.

6” Metal stud walls are 85% done around office. Exterior Masonry high walls are 65% complete.

FINANCE

Commissioner Hazelbaker)

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts in the amount of \$63,870.57 (Computer Services Contract-85%; Misc. Expenses-3%; Supplies-3%; Attorney Fees-3%; Printed Forms & Bindings-3%) to make up 97% of the invoices. The Committee Recommends:

Motion by _____ seconded by _____ to approve the Bills and Accounts in the amount of \$63,870.57.

None

The meeting was adjourned at 11:50 am.

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