

**BRANCH COUNTY BOARD OF COMMISSIONERS**  
**OCTOBER SESSION (FIRST DAY)**  
**October 13, 2020**  
**Annual Meeting**

1/ The Board of Commissioners of the County of Branch met, pursuant to adjournment, on Tuesday, October 13, 2020.

Chairman Gordon called the meeting to order at 4:00 pm via video conference call.

Present: Commissioners Ted Gordon, Terri Norris, Tom Matthew, Leonard Kolcz and Randall Hazelbaker via video conference call.

County Treasurer Ann Vrablic, County Clerk Teresa Kubasiak and Administrator Bud Norman were present in the Boardroom at the Courthouse.

Commissioner Matthew led the Board in the Pledge of Allegiance.

2/ Motion by Commissioner Norris, seconded by Commissioner Hazelbaker, to approve the agenda.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

**MOTION CARRIED**

3/ Motion by Commissioner Kolcz, seconded by Commissioner Norris, to approve the minutes of the September 22, 2020 Board meeting.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

**MOTION CARRIED**

4/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given to the Public Defender's office to hire a full time investigator, with a salary of \$50,000 per year with new hire benefits, wage scale to be determined, effective October 1, 2020.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

**MOTION CARRIED**

5/ Motion by Commissioner Norris, seconded by Commissioner Hazelbaker, to approve the Medical Transportation Agreement between LifeCare Ambulance and Branch County for a four year term expiring June 30, 2024.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

**MOTION CARRIED**

6/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that approval is given to the Commission on Aging to hire a full time Bookkeeper at the non-union level 5 wage scale with new hire benefits, effective immediately.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

MOTION CARRIED

7/ Motion by Commissioner Matthew, seconded by Commissioner Kolcz, by to allow for the Burnside Senior Center to open for small activities following strict COVID-19 safety protocols.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

MOTION CARRIED

Consent Agenda:

approve the Bills and Accounts in the amount of \$591,367.19.

approve the L-4402 Apportionment report.

approve the Budget Amendment request by the District Health Department.

approve the line item transfer request submitted by Administration.

approve hazard pay for COA in-home services aides from 07/01/2020 – 12/31/2020 to be reimbursed by the State.

approve for funds to be used from line item 241-672-972.0000 to pay for HVAC work.

set an invoice deadline of 12/07/2020 for 2020 budget expenditures.

8/ Motion by Commissioner Hazelbaker, seconded by Commissioner Kolcz, that authorization is given to approve the following items by Consent Agenda: Bills & Accounts, 2020 Apportionment Report, Budget Amendment Request - District Health, Budget Line Item Transfer Request, COA Hazard Pay Request, Budget Line Item Expense COA, Invoice Deadline for 2020.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

MOTION CARRIED

9/ Motion by Commissioner Gordon, seconded by Commissioner Matthew, that approval is given for the Branch County Building Authority receive compensation and mileage for attending meetings at a rate of \$50 per meeting.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

MOTION CARRIED

10/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, to accept the 2019 15<sup>th</sup> Circuit Court annual report and place it on file.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

MOTION CARRIED

11/ Motion by Commissioner Norris, seconded by Commissioner Hazelbaker, to accept the 2019 Friend of the Court annual report and place it on file.

Upon roll call vote the results were as follows:

Yes – Norris, Matthew, Kolcz, Hazelbaker, Gordon – 5

No – 0

MOTION CARRIED

Committee/Liaison Reports:

Matthew- Ovid Twp. is now holding in-person meetings. Maple Lawn had three employees tested for COVID. Two came back negative and the third is waiting for results.

Chairman's Remarks:

Chairman Gordon announced that he will be moving to St. Joseph County, tentatively in late November.

The meeting was adjourned by the Board Chairman at 4:40 pm.

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Chairman

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Clerk