

**BRANCH COUNTY BOARD OF COMMISSIONERS  
DECEMBER SESSION  
SPECIAL MEETING  
December 30, 2020**

1/ The Board of Commissioners of the County of Branch met, pursuant to adjournment, in on Wednesday, December 30, 2020.

Chairman Norris called the meeting to order at 2:00pm via video conference call.

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

Chief Deputy Clerk Christine Ransbottom and Administrator Bud Norman were present in the Boardroom at the Courthouse.

Public Comment: None

2/ The Administrator indicated the IRS mileage rate for 2021 will be \$0.56.

Administrator Norman said they received 8 municipality responses regarding the Designated Assessor. The County needed a majority of 10 out of 18 municipalities in order for the County to designate the Assessor, otherwise the State would have to appoint the Assessor. Due to the holidays a few of the townships were not able to meet. The Equalization Director will ask for an extension

3/ Motion by Commissioner Houtz, seconded by Commissioner Hazelbaker, to approve for the Equalization Director to contact the State and ask for an extension of the Designated Assessor appointment.

Upon roll call vote the results were as follows:

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

No – 0

**MOTION CARRIED**

Commissioner Houtz asked to table the 911 Service Plan decision as certain stakeholders were not able to attend the meeting due to an unforeseen circumstance.

4/ Motion by Commissioner Houtz, seconded by Commissioner Hazelbaker to table the decision on the 911 Service Plan to the Board of Commissioner meeting to be held on January 12, 2021

Upon roll call vote the results were as follows:

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

No – 0

**MOTION CARRIED**

The Administrator stated that approval is needed to distribute an RFP for the funding of the 911 Communication System. The 911 surcharge was approved to pay for the system, with the funds being collected over six years, but money needs to be available upfront. Three funding options are being looked at: USDA Grant/Loan; Bonding; Bank Loans. The Bank Loan option is where the RFP process will be implemented. Once the information is available for all funding options, it will be brought back for a decision on what direction to go. It was noted that USDA option is very involved. We do not want to get into a position where we can't meet the timeline and pay the vendor on time. The USDA process may put us outside the timeline. The other two options should not cause a delay in the project.

5/ Motion by Commissioner Houtz, seconded by Commissioner Kolcz that authorization is given for the distribution of the 911 Communications System Funding RFP, effective immediately

Upon roll call vote the results were as follows:

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

No – 0

**MOTION CARRIED**

Administrator Norman discussed the reclassification requests from the Sheriff's office, Drain Office and Public Defenders office. He stated that several meetings were held to discuss the various requests. The Reclassification Committee did not recommend forwarding any of the

reclassification requests to the Board for approval. It was discussed that further information on the Public Defenders request could be provided.

6/ Motion by Commissioner Houtz, seconded by Commissioner Hazelbaker to accept the recommendation of the Reclassification Committee and request more information be provided for the Public Defender's office request.

Upon roll call vote the results were as follows:

Yes – Houtz, Hazelbaker, Matthew, Norris – 4

No – Kolcz -1

**MOTION CARRIED**

Commissioner Norris spoke about her time on the Board, noting some items that didn't get addressed but should be looked at by the next Board.

7/ Motion by Commissioner Houtz, seconded by Commissioner Kolcz to go into closed session to discuss union negotiations.

Upon roll call vote the results were as follows:

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

No – 0

**MOTION CARRIED**

The Board went into closed session at 3:10pm and returned to open session at 3:18pm

8/ Motion by Commissioner Houtz seconded by Commissioner Kolcz to ratify the tentative agreement for POAM, for 2020, 2021 and 2022.

Upon roll call vote the results were as follows:

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

No – 0

**MOTION CARRIED**

The meeting was adjourned at 3:19pm.

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Chairman

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Clerk