

WORKING MEETING

July 22, 2021

Convened: 2:00pm

Roll Call was taken

Present: Commissioner Matthew, Commissioner Kolcz, Commissioner Houtz and Commissioner Hazelbaker in the Boardroom at the Courthouse. Commissioner Stoll via video access

Also Present: Undersheriff Eichler; Jail Administrator Blankenship; Jean Ratkowski-911; Drain Commissioner Hard; Jim Measel-WTVB; Tim Miner, Emergency Manager, (via video access). Sheriff Pollack; Register of Deeds Nancy Hutchins; Matt Fosdick-IT; Matt Glaser-Public Defender; Julie Pioch-MSUE; Don Reid-Daily Reporter; County Clerk Teresa Kubasiak and Administrator Bud Norman (Commissioners Boardroom).

Move agenda items E, F, W, Y before P3. The agenda was approved, as amended.

PERSONNEL, PLANS & POLICY

(Commissioner Houtz)

Work Meeting Change – 9/23/21

There is a conflict with the Work Meeting scheduled for 9/23/21. The Administrator is requesting to change the meeting date to 9/22/21. The 9am start time will remain the same. The Committee recommends:

Motion by _____ **seconded by** _____ **to change the Work meeting scheduled for Thursday, 09/23/21 to Wednesday, 09/22/21 at 9am.**

Board Meeting Change – 8/24/21

There is a conflict with the Board Meeting scheduled for 8/24/21. The Administrator is requesting to change the meeting date to 8/26/21. The start time will be changed to 2pm. The Committee recommends:

Motion by _____ **seconded by** _____ **to change the Board meeting scheduled for Tuesday, 08/24/21 to Thursday, 08/26/21 at 2pm.**

Sheriff Request – Priority List

The Administrator provided the priority list for the items that the Sheriff is requesting to purchase. It was recommended to review the list after the audit and mid-year review.

SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

911 Report – June

2021 Law Enforcement: 3387

2021 Fire: 259

2021 Emergency Medical: 309

2020 Law Enforcement: 3459

2020 Fire: 373

2020 Emergency Medical: 362

Total Events: June 2021 – 3955

June 2020 – 4194

CNE Business: 217 (+2)
CNE Phones: 4,392 (+71)
Emails: 1,838 (+14)

CNE Residential: 4,146 (+76)
Texts: 2,762 (+70)
Weather Warning: 3,968 (+59)

(CNE - Community Network Enrollment) (+ up from last month)

Emergency Management Report

Tim Miner gave a brief report. He attended the regional dive team exercises at Gun Lake. They are hoping to schedule additional training in the Fall. Miner stated that he had reached out to Union City during the recent power outage and was ready to help as needed.

Life Care Ambulance Report

Steve Frisbie provided an update. He stated that they are looking for employees. They are offering scholarships, sign-on bonuses, have increased wages and offering to pay training costs. He noted that KCC is offering specific classes and they are hoping to hire employees from that program. EMT's and Paramedics are needed everywhere.

Undersheriff Report

(June 2021)

Total Complaints:	901
Total Arrests:	22
Total Citations:	266 of the 266, Secondary Road: 184
Traffic Accidents:	42 – 4 on Interstate
Extra Patrol Requests:	33
Total Car/Deer Accidents :	23
Reserve Deputies:	21.50 hours
Posse:	0 hours
Marine Patrol:	322.50 hours
Inmate Transport	22.75 hours (Warrants, Writs, Hospital, etc.)

Overtime: Road patrol – 120.25 hours Corrections – 222.25 hours Court – 14 hours SRP – 23.5 hours

26 pounds of prescription drugs collected. 0 Meth Lab.
Foreclosures – For this year 7 – Sales 43 – prepared \$504,674.83

Jail Administrator's Report

(June 2021)

Average Daily Count for June: 84
Average break down: 75 males/8 females

As of 7/02/2021 count is **82 with 9 females**

Jail Incidents for June: 35

HOUSE

(Commissioner Stoll)

Internal Security Systems

The Emergency Response System installed in the Clerk and Register of Deeds offices in 2016 needs to be updated. The three courts, along with Friend of the Court would like the system to be installed in their offices and courtrooms. A base quote was received in the amount of \$13,599. There will be additional costs depending on what is needed for the courts to connect to the system. The Clerk, Register of Deeds and FOC have funds to help pay for the upgrade. The update to the current system is required due to the change in radio systems for the police agencies. A final quote will be requested from the vendor for the additional users, then it will be brought back to the Committee for approval.

Jail Update

They are working on putting in the north road, the communication tower is in, the front parking lot is done.

DNR Update

The Administrator stated that DNR offices and facilities reopened effective 07/15/2021. He noted that Customer Service Centers will be open on Tuesdays, Wednesdays and Thursdays through Labor Day.

4-Corner Construction

The Administrator gave a brief update on the project. He also provided the information on when the Board of Commissioners gave their approval for the project in 2019.

Parking Restoration – MDHHS and HSB

The Administrator updated the committee on the restoration of the parking lots at the Human Services buildings. It was found that some areas needed to be reinforced. It will take about 2 weeks to complete this part of the project. It will cost be an additional \$50,000. Part of the project will be complete in 2021 with the remainder being completed in 2022.

FINANCE

(Commissioner Matthew)

Motion by _____ seconded by _____ that authorization is given to approve the following items by Consent Agenda: Bills & Accounts, Budget Amendment-Special Fund #273-282, County Broadband.

Bills & Accounts

A list of the Bills and Accounts was presented, in the amount of \$176,012.59, Payroll totaled \$669,373.67 and total Taxes were \$174,550.79. The Committee Recommends:

Motion by _____ seconded by _____ to approve the Bills and Accounts in the amount of \$176,012.59, Payroll in the amount of \$669,373.67 and Taxes in the amount of \$174,550.79.

Budget Amendment Request – Special Fund #273-282

The Public Defender’s office is requesting to amend their budget, moving funds already budgeted to the appropriate line item to cover actual expenses. A complete listing of the line item transfers was presented to the Committee. The Committee recommends:

Motion by _____ seconded by _____ to adopt the proposed within budget transfers to amend Special Fund budget #273-282, Indigent Defense Budget, as presented

Broadband Analysis Review

The Administrator stated that the feasibility study to provide internet for the county is complete. The study was done by Aspen Wireless The study included a lot of figures, projections and expectations. Aspen recommends that someone review the report. Our auditors are capable of doing the review. The Administrator is asking for approval to forward the report to the auditors. It is important to understand the integration of the American Rescue Plan Funding, which they have made a couple proposals in the analysis. The Committee recommends:

Motion by _____ seconded by _____ to approve for the auditors to review the Broadband plan proposal, not to exceed \$10,000.

Recycling Grant

Samantha Buterbaugh of Biz Aid, LLC – Recycling, is asking to partner with the County for a new recycling facility, as the future of the current facility is unknown. There is Grant money available through the State of Michigan, Department of Environment, Great Lakes and Energy (MI EGLE) to build a new facility. If the Grant is awarded, 80% of the construction cost would be reimbursed. She is asking that if the Grant is approved, would Branch County be willing to investment \$60,000 and be the fiduciary for the project. Buterbaugh presented a detailed plan for review. After discussion the Committee wasn't willing to commit to providing any funds for the project at this time. They were willing to be the fiduciary, so Buterbaugh could apply for the Grant. There will be additional discussions on the project, if the Grant is approved. Matthew voted No. The Committee recommends:

Motion by _____ seconded by _____ to approve for Branch County to be the fiduciary for the recycling center project, so a Grant can be applied for, without committing County funds.

Millage Discussion

The Administrator advised the Committee that the Jail Operations Millage expires 12/31/2021. This millage covers operations, furnishings and staffing. It generates \$750,000 annually. It was suggested that this millage could be recharacterized and create a law enforcement millage. It could allow the Sheriff's Department to increase staffing and improve road patrol coverage.

LEGISLATIVE

(Commissioner Hazelbaker)

None

OTHER

It was moved and seconded to go into closed session to discuss an Attorney/Client letter dated 07/20/2021

The Committee went into closed session at 3:09pm and returned to open session at 3:15pm.

The meeting was adjourned at 3:16pm.

Submitted by: Commissioner Matthew
Commission Stoll

Commissioner Kolcz
Commissioner Houtz

Commissioner Hazelbaker