

# WORKING MEETING

August 5, 2021

Convened: 9:00 AM

Present: Commissioner Houtz, Commissioner Hazelbaker, Commissioner Stoll, Commissioner Matthew, Commissioner Kolcz via video conference call. County Clerk Teresa Kubasiak and Administrator Norman in Commissioners Boardroom

Also Present: Sheriff Pollack, Undersheriff Eichler, Don Reid-Daily Reporter, Jim Measel-WTVB, COA Director Amy Duff, Airport Manager Joe Best, Rebecca Burns-CHA via video conference call.

Agenda Addition – Airport Ordinance update. The agenda was approved, as amended.

## PERSONNEL, PLANS & POLICY

(Commissioner Houtz)

### Data Analyst-Building Inspection

The current full time employee in the Building Inspection department will be out for a minimum of 6 months. During this time the Administrator is asking to move the part-time employee in the Building Inspection department to full time. The position is a non-union level 6 with a starting wage of \$13.77 with new hire benefits. This would be a temporary move with a financial impact of paying benefits. The Committee recommends:

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve to move the part time Building Inspection employee to temporary full time at a non-union level 6 entry level \$13.77 per hour with new hire benefits, as presented.**

### CHA Update

Rebecca Burns provided an update on the COVID situation. The number of positive cases is higher than what they would like. They believe it is Delta Variant driven, as it is highly transmissible, especially through coughing and sneezing. The current CDC recommendation is to wear a mask, even for those vaccinated. They have seen breakthrough cases where a vaccinated person is testing positive for COVID. Just over 43% of Branch County residents 12 and over are vaccinated.

## SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

### Airport Ordinance Enforcement Update

Joe Best, Airport Manager, stated that the attorney representing the airport sent a letter the attorney representing the resident refusing to cut his trees, offering two options to resolve the issue. The letter stated an answer must be received by July 31, 2021. When the resident's attorney was contacted, they submitted a counteroffer of \$32,000 for the air rights above the property, allowing any trees to be cut. Best stated that the airport does not have the money in the budget to pay the \$32,000. The airport attorney stated that this issue could be taken to court or a different monetary offer could be made. After further discussion the Committee recommends:

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to go into negotiations with the resident to settle the Airport Ordinance issue regarding the trees.**

### Certificate of Service - August

We have an employee that will be presented with a Certificate of Service at a future meeting.

**HOUSE**

**(Commissioner Stoll)**

**Security System for Departments**

The quote from Response Technologies was presented for approval. The total cost of the system upgrade and additional equipment is \$43,879.00. A protection policy can be purchased at a cost of between \$2,550 - \$5,550 depending on the plan. The cost of the system will be divided between the three courts, along with the County Clerk, Register of Deeds and Friend of the Court. The Committee recommends:

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the quote from Response Technologies to upgrade the current security system and to purchase additional equipment, as presented.**

**Jail Update**

The construction is on schedule. The jail parking lot is done, the communication tower is done, the fencing is done and the interior is almost complete. The Community Health Agency parking lot is being resurfaced.

**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 #792-253, Clock Tower.**

**Bills & Accounts**

A listing of the Bills & Accounts was presented for review in the amount of \$277,349.81, payroll in the amount of \$698,166.22 and total taxes of \$183,691.81. The Committee Recommends:

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Bills and Accounts in the amount of \$277,349.81, payroll in the amount of \$698,166.22 and total taxes of \$183,691.81.

**Budget Amendment – Clock Tower Fund**

The County Complex Manager is requesting to amend the clock tower budget. An additional \$600 is needed to help cover the cost of landscaping. The Committee recommends:

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the proposed 2021 amended fund budget for special fund #792-253 Clock Tower from \$1003.00 to \$1603.00, as presented.

**LEGISLATIVE**

**(Commissioner Hazelbaker)**

**Resolution – Supporting Little River Band of Ottawa Indians Casino in Muskegon Co.**

The resolution asking the legislature to approve the request by the Little River Band of Ottawa Indians to build a Muskegon County was presented for review.

The meeting adjourned at 9:53 am.

Submitted by: Commissioner Matthew  
Commissioner Hazelbaker

Commissioner Kolcz  
Commission Stoll

Commissioner Houtz