

**BRANCH COUNTY BOARD OF COMMISSIONERS**  
**OCTOBER SESSION (FIRST DAY)**  
**October 9, 2018**

1/ The Board of Commissioners of the County of Branch met, pursuant to adjournment, in the Commissioners meeting room at the Courthouse, on Tuesday, October 9, 2018.

Chairman Gordon called the meeting to order at 4:00 pm.

Present: Commissioners Ted Gordon, Leonard Kolcz, Don Vrablic, Randall Hazelbaker, and Terri Norris, County Clerk Teresa Kubasiak, Administrator Bud Norman.

Administrator Norman led the Board in the Pledge of Allegiance.

2/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, to approve the agenda. MOTION CARRIED.

3/ Motion by Commissioner Vrablic, seconded by Commissioner Kolcz, to approve the minutes of the September 26, 2018 Board meeting. MOTION CARRIED

**Public Comment:**

Commissioner Kolcz presented certificates of service to Allen Fleming (20 years); Frank Barker (25 years); Hal McCurley (30 years).

Treasurer Vrablic notified the Board that there will be an opening on the Building Authority Board.

Marilyn Johnson of Union City asked the Board to consider a county wide ordinance to regulate wind turbines.

Dan Corwin of Coldwater spoke about the proposed 2019 budget and the amount that has been designated to the Sheriff's Department.

Bev Gearhart of Coldwater spoke about the pay differences between positions and stated that the 2-tier program needs to be eliminated.

4/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, that approval is given for the Sheriff's Department to fill two full time GELC Level 6 Clerical positions with the rate of pay to be determined. MOTION CARRIED

During discussion of the previous motion, the following motion was made.

5/ Motion by Commissioner Norris, seconded by Commissioner Kolcz, that a lateral move is approved for the two employees from 911 transferring to the Sheriff's Department, with the pay rate being set at the GELC 6 - 5 year rate of \$19.30 per hour. MOTION CARRIED

6/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, that approval is given for the Sheriff's Department to hire a part time temporary contractual person at \$15.00 per hour with no benefits, effective 10/01/2018. MOTION CARRIED

7/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, that approval is given to the Sheriff's Department to hire a full time Correction Office at the POAM Tier 2 rate of \$13.555 per hour, with the new hire benefit package. MOTION CARRIED

8/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, to discuss and determine the pay rate for the clerk position in the Prosecutor's office. MOTION CARRIED

During discussion of the previous motion, the following motion was made.

9/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, that the wage for the clerk position in the Prosecutor's office be set at the GELC level 6 new hire rate of \$12.35 per hour with the new hire benefits. MOTION CARRIED

10/ Commissioner Norris, seconded by Commissioner Hazelbaker, that approval is given for 911 to fill two full time Dispatcher positions, at the POAM Tier 2 rate of \$13.79 per hour, with the new hire benefit package. MOTION CARRIED

11/ Commissioner Norris, seconded by Commissioner by Hazelbaker, that approval is given for COA to hire a Regular Part-Time Aide, with a starting wage of \$10.45 per hour; 20-29 hours per week. MOTION CARRIED

12/ Motion by Commissioner Hazelbaker, seconded by Commissioner Vrablic, to approve the purchase of a refurbished Minolta Bizhub 454E copy machine for the Administration office, with the funds coming from Capital Outlay. MOTION CARRIED

13/ Motion by Commissioner Hazelbaker, seconded by Commissioner Norris, that approval is given to COA to purchase 25 new Cell phones for In-Home Services and to enter into a 2-year cell phone contract through Verizon at a cost of \$19,435.20, with the funds coming out of the COA budget. MOTION CARRIED

14/ Motion by Commissioner Hazelbaker, seconded by Commissione Kolcz, that approval is given to COA to purchase two new replacement laptops for In-Home Services at a cost of \$2600.38, with the funds coming out of the COA budget. MOTION CARRIED

15/ Motion by Commissioner Hazelbaker, seconded by Commissioner Vrablic, to provide the specific information to the bidders, via email, allowing them to answer the questions that the Board has asked regarding the jail evaluation, returning the information by October 12, 2018. MOTION CARRIED

16/ Motion by Commissioner Vrablic, seconded by Commissioner Hazelbaker, to approve the Bills and Accounts in the amount of \$304,024.66. MOTION CARRIED

17/ Motion by Commissioner Norris, seconded by Commissioner Vrablic, to direct the Administrator to respond to the COAM representative regarding the issue of the retroactive pay for the 312 eligible members, stating that we have a settled contract with the union and that there is no provision for retroactive pay for the three individuals set out in the tentative agreement. MOTION CARRIED

Public Comment:

Dan Corwin of Coldwater, had questions regarding the Administrator's contract that was approved.

Committee/Liaison Reports:

Norris – attended the SMART meeting in St. Joseph. Many topics were discussed.

18/ Motion by Commissioner Hazelbaker, seconded by Commissioner Vrablic, to adjourn at 4:35 pm. MOTION CARRIED

---

Chairman

---

Clerk