

WORKING MEETING

December 7, 2017

Convened: 9:00 AM

Present: Commissioner Vrablic, Commissioner Kolcz, Commissioner Hazelbaker, Commissioner Norris and Commissioner Gordon.

Also Present: Jim Measel-WTVB, Undersheriff Eichler, Treasurer Ann Vrablic, Clerk Terry Kubasiak, Randy DeGroot-CHC, Verna Winger-Payroll, Sheriff Pollack, Branch County Resident Terry LaPratt, Marne Daggett with MERS and Administrator Norman.

Public Comment: Terry LaPratt, a CHC employee had comments regarding the pension, but asked if he could speak after the MERS presentation.

The CHC Resolution was moved to the end of the agenda. The agenda was approved as amended.

PERSONNEL, PLANS & POLICY

(Commissioner Norris)

CHC Transition/Resolution

Marne Daggett from MERS spoke to clarify the retirement plan at CHC. CHC employees are able to receive their retirement benefit if they are at least 60 years old, are vested (have had 5 years of service) and have separated from employment. Ms. Daggett said the joinder agreement does meet the IRS code for severance.

A copy of the CHC Resolution was provided to the committee. It was asked that additional verbiage be added to the resolution to cover any type of litigation that may be on going with the hospital. The Committee Recommends:

Motion to seconded by to approve the Resolution allowing the Community Health Center to enter into a collaborative agreement with ProMedica Health Systems, as presented

Terry LaPratt voiced his opinion on the MERS pension agreement issue. He is encouraging the Commissioners to vote NO on the resolution and to fix the agreement with regard to the Pension.

2018 Proposed Staffing Plan

The committee was provided with a copy of the 2018 Staffing Plan for the General Fund Departments. The 2018 general fund FTE's are 102.40. Adjustments need to be made to the Sheriff's Department staffing listed.

SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

Sheriff Pollack gave the committee a review on the first five months with Advanced Correctional Healthcare (ACH) May-September. ACH completed a review of all medical records, as a result of this review it lowered the amount of medication that was being dispensed in the Jail. 40% of the Jail population is on medicine and 32% are prescribed psychotropic drugs. There were 12 Mental Health reviews. ACH is currently working with the Jail to update policies and procedures.

HOUSE

(Commissioner Hazelbaker)

2018 Fuel Contract

Administrator Norman said that the fuel contract ends January 31, 2018. He is asking the committee for permission to enter into a fuel contract sometime between now through February 14th. The Committee Recommends:

Motion by _____ and seconded by _____ to allow the Administrator to enter into a fuel contract for 2018.

Reader Card Access System-Courthouse

A quote was obtained from Safety Systems, Inc. for a Card Reader Access. Approval was already given for \$5,165 at the November 14th Board Meeting. However, this quote was for the courthouse only. To have the same system for the Courthouse Annex it will be an additional \$4,237. The Committee Recommends:

Motion by _____ seconded by _____ to accept the quote from Safety Systems for security card readers for the Annex in the amount of \$4,237.

FINANCE

(Commissioner Vrablic)

Motion by _____ seconded by _____ that authorization is given to approve the following items by Consent Agenda: Bills & Accounts, Additional Funding Request-Airport, Delinquent Tax Revolving Funds Surplus and Annex Building Projects-Capital Outlay.

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts (Misc. Contractual Expense-50%, Jail Operations-Board and Care-22%, Capital Outlay-7%, Jail Operations-Commissary Supplies-6% and Attorney Fees-4%) to make up 89% of the invoices.

Motion by _____ and seconded by _____ to approve the Bills and Accounts in the amount of \$341,390.70.

Additional Funding Request-Airport

Administrator Norman received a request from the Airport Board for additional funds. They need to repair the terminal building geothermal heating system. The cost is approximately \$3,000. They also need approximately \$9000 to cover the cost of survey work done to comply with the tree clearing project. This in addition to the \$15,000 already approved earlier this year. The Committee Recommends:

Motion by _____ seconded by _____ to approve the Supplemental Appropriation to the Airport Board not to exceed \$12,000, to be taken out of Contingencies.

Delinquent Tax Revolving Funds Surplus

Administrator Norman said there is a \$200,000 delinquent tax revolving fund surplus. It was suggested to put \$100,000 of the surplus toward the unfunded pension liability and \$100,000 towards the OPEB liability. Committee recommends:

Motion by _____ and seconded by _____ to apply \$100,000 of delinquent tax revolving fund surplus to the unfunded pension liability and \$100,000 to OPEB liability (Other Post Employee Benefits) .

Annex Building Projects-Capital Outlay

Administrator Norman said there are two projects that are on the critical list for 2017 for the Annex Building. Window Replacement due to water issues on the south end of the building, in the amount of \$7,263.19 to be done by Denning Glass. The other issue is the service elevator needs to be repaired, to be done by Otis Elevator in the amount of \$3,250.

Motion by _____ seconded by _____ for approval of the Window Replacement in the amount of \$7,263.19 and Elevator Repair in the amount of \$3,250, to be taken out of Capital Outlay.

Draft #5-2018 General Fund Budget

Administrator Norman provided a recap of Draft #4 of the 2018 General Fund budget and presented Draft #5. He met with the elected officials and department heads and they provided examples of most significant challenges and the potential impact. He presented a chart explaining the purpose of Capital Outlay, Contingencies and the Stabilization fund, along with Budget Adjustments. The current proposed Budget: Expenses \$13.28M and Revenues \$12.33 = \$.95M deficit. There is additional revenue of \$.5M Revenue for a final total of a .58M deficit.

Draft #2-2018 Special Fund Budget

Administrator Norman presented Draft #2 of the 2018 Special Fund Budget and all funds are balanced for a total of \$38,822,241.04.

Draft -2018 General Fund Appropriations Act

The 2018 General Fund Appropriations Act was presented. The Public Hearing will be held on Tuesday, December 12th.

Worker’s Compensation Fund-Dividend Return 2016

Administrator Norman said on behalf of the Michigan Counties Workers’ Compensation Board of Trustees the County was presented with a dividend check in the amount of \$78,571. This represents the counties approved dividend by the Self Insured Programs Division of the State of Michigan’s Workers’ Compensation Agency.

Pension-OPEB

Administrator Norman talked about the changes that have been introduced in both Chambers regarding Pension and OPEB (Other Post Employee Benefits). He said with the pension and OPEB liability, the County would have to fund these at a certain amount. If not funded at the required amount, an Emergency Management Team would make the determination and the money would be taken from County. It is expected that the legislature will be voting before the end of the year or early January.

The meeting was adjourned at 9:57am.

Submitted by: Commissioner Vrablic Commissioner Kolcz Commissioner Gordon
 Commissioner Hazelbaker Commission Norris