

WORKING MEETING

February 22, 2018

Convened: 2:00 PM

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

Also Present: Donald Reid of the Daily Reporter, Sheriff Pollack, Jim Measel-WTVB, Amy Duff-COA, Nancy Hutchins-ROD, Ann Vrablic-Treasurer, Scott Walls-Complex Manager and Administrator Bud Norman.

The agenda was approved as amended.

PERSONNEL, PLANS & POLICY **(Commissioner Norris)**

Request for Personnel-Commission on Aging

Amy Duff informed the Committee that the MMAP coordinator at the COA is planning to retire, with April 26, 2018 being her last day. Duff is requesting approval to fill the position by April 1, 2018 to allow for training. The position is a non-union Level 2, part time; 18 hours per week. The starting pay is \$11.39 per hour. The Committee recommends:

Motion by seconded by to approve the request to fill the COA part time MMAP Coordinator position; 18 hours per week at the non-union level 2 starting rate of \$11.39 per hour, effective April 1, 2018.

Request for Personnel - Sheriff

Sheriff Pollack stated that he has a Sargent that will be retiring at the end of March. They will be finishing interviews for that position next week. Their future plan is to move a corrections officer to the road, which will leave a corrections position open.

Airport Manager

The Administrator stated that the deadline to submit applications was February 15th. There were 12 applications received and they are being reviewed.

Personnel Policy Manual – Amendment

Work is being done to bring the manual up to date, as it has not been updated since 2009.

MIDC Submission

The plan was submitted to the State. It was rejected and returned, asking that the County to revamp the proposal. That has been done and the plan has been resubmitted.

SHERIFF & PUBLIC SAFETY

(Commissioner Kolcz)

Undersheriff Report

(January 2018)

Total Arrests: 43
 Total Citations: 156 of the 153, Secondary Road: 138
 Traffic Accidents: 26 1 on the Interstate
 Total Car/Deer Accidents : 7
 Inmate Transport 59 hours
 Reserve Deputies: 226.75 hours
 Posse: 0 hours
 Overtime: Road patrol – 91.5 hours Corrections – 204 hours Court-29 hours
 48 pounds of prescription drugs collected. 0 Meth Lab.
 Foreclosures – For this year 6 – Sales, 31 – prepared \$396,181.81

Jail Administrator’s Report

(January 2018)

Average Daily Count for January: 143
 Average break down: 121 males/22 females
 As of 2/6/18 count is 129 with 23 females & 6 females boarded out to other Counties
 Jail Incidents for January: 72

Animal Control Report

(January 2018)

Total Animal Intake: 12 (1 from Hillsdale County) Total Reclaim: 9 Total Adopted: 2 Total
 Other/Transfer: 1

HOUSE

(Commissioner Hazelbaker)

Request to sell Vehicle - Veteran’s Affairs

Charles Scott from Veteran’s Affairs is asking for approval to sell the 1999 Chevrolet Express Van. The Committee recommends:

**Motion by seconded by that approval is given to Veteran’s Affairs to
sell the 1999 Chevy Express Van.**

Ray Park Sale – Revenue, Park Trustees Request

The Branch County Parks Board is recommending the sale of Ray Park. They have one bid in the amount of approximately \$9100. The Committee recommends:

Motion by seconded by that approval is given to sell Ray Park.

Request for Proposal- Lunch Service –COA

Amy Duff spoke about the RFP that has been sent out, stating that they would like to have food brought in and available three days a week. They hope to have a lunch program up and running in the next couple of months.

Jail – Roof Leaking

The Sheriff stated that there was a roof leak during the snow melt, which caused electrical problems, shorting out the door locks. They are being repaired and they are working trying to find the leak.

