

WORKING MEETING

August 2, 2018

Convened: 9:00 AM

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

Also Present: Donald Reid of the Daily Reporter, Jim Measel-WTVB, Sheriff Pollack, Undersheriff Eichler, Nancy Hutchins-Register of Deeds, Kelli Talbot-Chief Deputy Treasurer, Scott Walls-County Complex Manager, Julie Pioch-MSUE, Cathy Gordon, Clerk Teresa Kubasiak and Administrator Bud Norman.

The COA HVAC issue was moved to an action item. The agenda was approved as amended.

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

Request for Out of State Travel – Sheriff’s Department

Sheriff Pollack is requesting that two corrections officers be able to travel to Noblesville, Indiana on August 30 & 31, for a Pepper Ball instructors course. He explained that this training is part of the requirements for the Emergency Response Team (ERT). When the officers complete the course, they will be certified operators and instructors. The Committee recommends:

Motion by _____ seconded by _____ that approval is given for two corrections officers to travel to Noblesville, IN for training.

MIDC (Michigan Indigent Defense Council)

The Administrator updated the Committee as to where the County’s submission to the MDIC stands at this point. He stated that the County should be getting 20% of the \$523,000 that was requested, by October 1, 2018. The plan is to hire a Public Defender, Asst. Public Defender and three contracted Attorneys, along with clerical staff. The location of the office has not been determined. The County will have until April 1, 2019 to meet the requirements. The Administrator will provide more information at the next work meeting.

SHERIFF & PUBLIC SAFETY **(Commissioner Kolcz)**

MSU Extension Annual Report

Julie Pioch, District 13 Coordinator, presented the MSUE 2017 Annual Report. She stated 24% of the County’s youth are in 4-H. She also noted that MSUE has hired two full time educators; one for dairy and one for Swine. Paula Bacigalupo-Sanguesa, the new dairy educator, introduced herself to the Committee.

County Website

Administrator Norman spoke to the Committee about replacing the current County website and going with a new provider. The current website provider is not able to accommodate changes and requests made by Departments.

IT Manager Matt Fosdick has provided three quotes to the Administrator. The companies are Revize Design with a quote of \$13,570/\$2400 per year; WebTecs Inc. with a quote of \$14,000/\$600 per year and Web Ascender with a quote of \$65,700/\$100 per year. After reviewing the quotes, the IT Manager is recommending WebTecs, Inc.; they are the least expensive, had the most support from peers, and do not lock you into a proprietary content management system. The County Clerk has offered to pay a portion of the initial cost, as her department uses the current system continually and it is becoming more difficult to manage. The Administrator will speak with other departments about contributing to the cost. The Committee recommends:

Motion by _____ seconded by _____ to accept the quote from WebTecs, Inc. with a start-up cost of \$14,000 and a yearly maintenance fee of \$600, to replace the current County website.

Commission on Aging – HVAC Update

Amy Duff, COA Exc. Director, presented a letter addressed to UTC Climate, Controls & Security; Carrier Corporation, for the committee’s review and approval. The letter outlined the many issues that have occurred at the H & C Burnside Center since the new HVAC system was installed. The County is requesting that full resolution of the issues be completed within six months. The Committee recommends:

Motion by _____ seconded by _____ to approve the letter to be sent to UTC Climate, Controls & Security for resolution of the HVAC system issues at the H & C Burnside Center.

FINANCE

Commissioner Vrablic)

Motion by _____ seconded by _____ that authorization is given to approve the following items by Consent Agenda: Bills & Accounts, 2nd Quarter Investment Report and Line Item Transfer requests - 911

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts (Jail Operations-Board and Care-28%, Autopsies-21%, Jail Operations-Commissary Supplies-11%, Capital Outlay-9% and Building Repair and Maintenance-7%) to make up 76% of the invoices. The Committee Recommends:

Motion by _____ and seconded by _____ to approve the Bills and Accounts in the amount of \$151,539.78.

2nd Quarter Investment Report – Treasurer

The 2nd Quarter Investment report was presented for review and approval.

Motion by _____ seconded by _____ approve the 2nd Quarter Investment report.

Line Item Transfer Requests - 911

911 is requesting to transfer \$2500 from account #211.346.970 (Capital Outlay) to account #211.346.850.08 (Telephone-Cellular). They are also requesting to transfer \$5000 from account #211.346.934 (Office Equipment Repair & Maintenance) to account #211.346.800 (Misc. Contractual Expenses).

Motion by _____ seconded by _____ to approve the Line Item Transfers for 911, as presented.

LEGISLATIVE

(Commissioner Gordon)

Resolution – Otsego County

A copy of a resolution from Otsego County opposing the Legalization of Marijuana for General Use, was provided to the Committee for their review.

Resolution to Oppose SB 1031 (Berrien County)

A copy of a resolution from Huron County Opposing any Baiting Ban with the State of Michigan, was provided to the Committee for their review.

The meeting was adjourned at 9:38 am.

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