

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson

Robert Showers

Vice-Chairperson

Kam J. Washburn

Members

David W. Pohl

Bruce DeLong

Kenneth B. Mitchell

Dwight Washington

Adam C. Stacey

COURTHOUSE
100 E. STATE STREET
ST. JOHNS, MICHIGAN 48879-1571
989-224-5120



Administrator
Ryan L. Wood
Clerk of the Board
Diane Zuker

DATE 05/28/2019

The Clinton County Board of Commissioners met on Tuesday, May 28, 2019 at 9:00 a.m. in the Clinton County Board of Commissioners Room, Courthouse, St. Johns, Michigan with Chairperson Robert Showers presiding.

MOMENT OF SILENCE AND
PLEDGE OF ALLEGIANCE

Chairperson Showers called for a moment of silence. The pledge of allegiance was given to the flag of the United States of America.

ROLL CALL

Roll was called and a quorum reported. Present were Commissioners Kam Washburn, David Pohl, Bruce DeLong, Kenneth B. Mitchell, Robert Showers, Dwight Washington and Adam Stacey.

COUNTY PERSONNEL

Doug Riley, Wendy Ward, Ryan Wood and Craig Longnecker.

VISITORS

Judy Dershem, Ron Dershem, Bob Kudwa, Roni Christmas, Dave Kudwa and Lorraine Kudwa.

AGENDA

The agenda was amended to include the following items:

- Closed Session to discuss Collective Bargaining with Command Officers Association of Michigan (COAM)
- Juvenile Court Planning Grant for Mental Health Services

BOARD ACTION: Commissioner Mitchell moved, supported by Commissioner DeLong to approve the agenda as amended. Motion carried.

APPROVAL OF MINUTES

The April 30, 2019 minutes were presented for review and approval.

BOARD ACTION: Commissioner Mitchell moved, supported by Commissioner Washington to approve the minutes as printed. Motion carried.

COMMUNICATIONS

The following communications were received:

1. Cheboygan County Resolution supporting HB 4227 Michigan's Mining Future
2. Huron County Resolution urging the State to continue with the construction of a new 200-bed state psychiatric hospital

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Washburn to acknowledge receipt of the communications. Motion carried.

ADMINISTRATOR'S REPORT

Ryan Wood, County Administrator had nothing new to report.

PUBLIC COMMENTS

Chairperson Showers called for public comments. There were no public comments.

CERTIFICATE OF RECOGNITION

Chairperson Showers presented a Certificate of Appreciation to Robert Kudwa for his 11 years of service on the Planning Commission and Parks & Green Space Commission. Mr. Kudwa expressed his appreciation to his family for their support and the County for their leadership.

JUVENILE COURT GRANT APPLICATION FOR ESTABLISHMENT OF MENTAL HEALTH COURT

Administrator Wood introduced a request from Hon. Lisa Sullivan to apply for a grant through the State Court Administrators Office (SCAO) for establishment of a Juvenile Mental Health Court. The grant would enable the Court to develop a needs assessment and a cost analysis to apply for additional funding. They intend to contract with Community Mental Health or someplace similar to provide some direct services for juveniles that need mental health assistance. The grant is expected to be approximately \$25,000 with no costs to the County.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Washburn to authorize the Juvenile Court to apply for the SCAO Juvenile Mental Health Court grant. Motion carried.

RESOLUTION 2019-7 IMPOSING SUMMER PROPERTY TAX LEVY AND CERTIFICATION OF COUNTY MILLAGE

Chairperson Showers introduced a Resolution imposing the 2019 Summer Property Tax Levy pursuant to Public Act 357 of 2004, and Notice of Certification of the County Allocated Tax Levy in the amount of 5.7976 mills.

BOARD ACTION: Commissioner Washburn moved, supported by Commissioner Pohl to adopt the Resolution imposing the 2019 Summer Property Tax Levy and the County Allocated Tax Levy of 5.7976 mills and authorize the Chair and the County Clerk to sign the L-4029 2019 Tax Rate Request form on behalf of the County. Motion carried. (INSERT RESOLUTION)

ZONING

Doug Riley, Community Development Director presented the following zoning matter. He provided a detailed summary of the application including the intended use, landscaping, elevations, ordinance requirement and letters submitted in opposition to the application.

PC-09-19 SLU/SP SPECIAL LAND USE RON AND JUDY DERSHEM MINI STORAGE FACILITY BINGHAM TOWNSHIP

PC-09-19 SLU/SP Application for Special Land Use Permit/Final Site Plan for a mini storage facility submitted by Ron and Judy Dershem requesting approval for a mini storage facility on property located on the southeast corner of South BR US-27 and East Parks Road (3003 South BR US-27), Section 27, Bingham Township.

Chairperson Showers called for comments and/or questions.

- Ron Dershem, applicant noted that he and his wife, Judy have been lifelong residents of Clinton County. They have been landlords for 30 years and value their reputation in the community. There is a definite need for additional storage in the area. They have put a lot of thought into this new storage facility to make it aesthetically pleasing.
- Commissioner DeLong stated that he has no objection to the application. He noted that that this facility is located within his district and he has received a fair amount of opposition from his constituents expressing concerns that they did not feel they had an opportunity to be heard on this matter. Commissioner DeLong feels we need to make extra efforts to insure that the public is heard. Commissioner DeLong advised that he will abstain from voting as the applicants are customers of his local business.
- Director Riley noted that due to the timing of the Bingham Township Board meeting there was concern that they did not have an opportunity to be heard. However it was noted the Township could have called a special meeting or requested the Planning Commission delay their action on this matter.
- Commissioner Stacey spoke on behalf of the Planning Commission, noting that they followed their normal procedures on this matter.
- Commissioner Showers reviewed comments raised by complainants with Director Riley;

- Applicant Ron Dershem provided additional information to the members regarding the rezoning of an adjacent 2-acre parcel of property and this particular property whereby no objections were made to the rezone applications at the time they submitted a few years ago.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to approve the Special Land Use submitted by Ron and Judy Dershem. Voting on the motion by roll call vote, those voting aye were Washburn, Washington, Stacey, Pohl, Mitchell and Showers. Commissioner DeLong abstained from voting. Six ayes, zero nays, one abstention. Motion carried.

PA 116 FARMLAND APPLICATIONS

The following PA 116 Farmland Applications were submitted for review:
 2019-1 Clint R. Chant, Riley Township
 2019-2 Clint R. Chant, Riley Township
 2019-3 Clint R. Chant, Riley Township

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to approve the PA 116 Farm Land Applications and direct the Clerk to forward to the State. Motion carried.

CLOSED SESSION TO DISCUSS COAM COLLECTIVE BARGAINING

Chairperson Showers called for a motion to proceed to closed session to discuss the Command Officers Association of Michigan (COAM) collective bargaining.

BOARD ACTION: Commissioner Pohl moved, supported by Commissioner Washburn to proceed to closed session to discuss COAM collective bargaining. Voting on the motion by roll call vote, those voting aye were Pohl, Washburn, DeLong, Mitchell, Washington, Stacey and Showers. Seven ayes, zero nays. Motion carried.

BOARD ACTION: Commissioner Mitchell moved, supported by Commissioner DeLong to return to open session. Voting on the motion by roll call vote, those voting aye were Stacey, Washington, Washburn, Mitchell, Pohl, DeLong and Showers. Seven ayes, zero nays. Motion carried.

COAM CONTRACT

Chairperson Showers called for a motion to ratify the COAM Contract.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Pohl to ratify a 3 year contract with Command Officers Association of Michigan (COAM) Unit. Voting on the motion by roll call vote, those voting aye were Mitchell, DeLong, Washington, Washburn, Pohl, Stacey and Showers. Seven ayes, zero nays. Motion carried.

APPROVAL OF COMMISSIONERS' EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to approve the expense accounts, subject to review by the Chair and Clerk. Motion carried.

COMMITTEE REPORTS

The following are reports of Committee meetings:

TRANSIT BYLAWS AND ARTICLES OF INCORPORATION REVIEW COMMITTEE MEETING

Commissioner Showers, Chairperson of the Transit Bylaws and Articles of Incorporation Review Committee reported on a meeting held April 30, 2019.

ATTENDANCE AT COMMITTEE MEETING

Members Present

Robert Showers, Transit Committee Chairperson
 Adam Stacey
 Kam Washburn
 Bruce DeLong

Staff Present

Ryan Wood
 Penny Goerge

CALL TO ORDER/APPROVAL OF AGENDA

- 1. Transit Committee Chairperson Showers called the meeting to order at 10:13 a.m.

COMMITTEE ACTION: Commissioner Washburn moved, supported by Commissioner DeLong, to approve the agenda.

PUBLIC COMMENTS

- 2. Transit Committee Chairperson Showers requested limited public comments. There were none.

REVIEW OF TRANSIT BYLAWS AND ARTICLES OF INCORPORATION

- 3. Transit Committee Chairperson Showers introduced discussion regarding the Clinton Area Transit Bylaws and Articles of Incorporation.

- The members briefly discussed the following changes to the Articles of Incorporation of the Clinton Area Transit System:
1. Removal of Section 6 under Article 4
2. Revision to Section 1 under Article 5 as follows:
CATS shall be directed and governed by a Board of Directors which shall consist of seven (7) members, each to be appointed by the Chairperson of the Clinton County Board of Commissioners, subject to approval by the Board of Commissioners. The Board shall also appoint one member of the Board of Commissioners to serve as an ex-officio member.

Discussion followed on whether or not we need to maintain the identity of the representatives from the different agencies and how this change might affect Article 3 and/or our eligibility for grants.

- 3. Revision to Section 3 under Article 5 as follows:
The terms of office of the Board members shall be three (3) years. Terms shall begin on January 1 of the first year and end on December 31 of the third year. For the initial appointments to the Board of Directors, three (3) members shall be appointed to serve until December 31, 2003, and three (3) members shall be appointed to serve until December 31, 2003, and three (3) members shall be appointed to serve until December 31, 2004. All members appointed shall serve until they are reappointed or a successor named. Members shall serve without compensation but shall be reimbursed for expenses on a per diem basis at the same rate paid to the Board of Commissioners and mileage will be paid at the current per mile rate established by the Internal Revenue Service.

There was a discussion on how we should stagger the remaining seven terms after we remove two of them.

- Administrator Wood will discuss these proposed changes with the attorney and bring back a draft for the committee to review at a later time.

No action taken.

COMMISSIONERS' COMMENTS

- 4. Transit Committee Chairperson Showers requested Commissioners' comments. There were none.

ADJOURNMENT OF COMMITTEE MEETING

- 5. Transit Committee Chairperson Showers adjourned the meeting at 10:52 a.m.

INFRASTRUCTURE COMMITTEE MEETING

Commissioner Washburn, Chairperson of the Infrastructure Committee reported on a Committee meeting held May 16, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Kam Washburn, Infrastructure Committee Chairperson
Robert Showers
Adam Stacey

Staff Present

Ryan Wood
Craig Longnecker
Diane Zuker
Deb Sutherland
Doug Riley
Penny Goerge

CALL TO ORDER/APPROVAL
OF AGENDA

1. Infrastructure Committee Chairperson Washburn called the meeting to order at 11:03 a.m.

COMMITTEE ACTION: Commissioner Showers moved, supported by Commissioner Stacey, to approve the agenda. Motion carried.

PUBLIC COMMENTS

2. Infrastructure Committee Chairperson Washburn requested limited public comments. There were none.

FAIRGROUNDS MSU
EXTENSION UPDATE

3. Infrastructure Committee Chairperson Washburn introduced discussion regarding the fairgrounds.
 - Chairperson Washburn and Administrator Wood notified the committee that the MSU extension office submitted a building permit on behalf of the 4-H Fair Board for the dismantling of the horse stalls in the old horse barn; the building inspector determined that the plan would not alter the structural integrity of the building and the permit was issued.

No action taken.

COUNTY
WEBSITE/SERVICES
AVAILABLE

3. Services Available on County Website:

COUNTY CLERK/REGISTER
TECHNOLOGY UPDATE

- A. **County Clerk/Register:** Infrastructure Committee Chairperson Washburn introduced Diane Zuker, County Clerk/Register, to discuss how technology has benefited her department.
 - Clerk/Register Zuker provided an overview of efficiencies that the Clerk and Register of Deeds Offices have realized with the implementation of new technology over the past thirty years;
 - The Clerk's Office has gained efficiencies in the area of vital records such as indexing and imaging records, online marriage applications, concealed pistol licenses and recording of death certificates;
 - Efficiencies have also been gained with court records such as the scanning, filing, routing and retrieval of court documents;
 - Clerk/ROD Zuker briefly discussed the new trial court system (TCS) software that replaced the MiCourt System; this software helps staff maintain records of actions in each case file, including financial records;
 - It was noted that this software can be accessed at various levels by other departments within the county who are affiliated with the courts, however public access is limited;
 - The TCS software does not allow the public to get as much detail as they used to in view of the fact that SCAO does not have a program written to allow for such at this time; therefore the Clerk's Office is currently emailing this information as a courtesy when somebody calls to request it;
 - Election records have become much more efficient with the ability to design and layout ballots and submit ballot images directly to a vendor ready to print; additionally, this software allows the transmission of election night results to be transmitted via modem reducing the chance for errors on election night and allowing the public quicker access to election results on-line;
 - The Register of Deeds Office has gained efficiencies with software for the recording, scanning and receipting of documents; the public also has

- the ability to access land records from the comfort of their home;
- It was noted that the Register of Deeds began accepting credit cards in the office in 2016 for services provided in the office; the County Clerk's Office is now accepting credit cards in the office and on-line.

No action taken.

COMMUNITY
DEVELOPMENT
TECHNOLOGY UPDATE

B. **Community Development:** Infrastructure Committee Chairperson Washburn introduced Doug Riley, Community Development Director, to discuss how technology has benefited his department.

- Director Riley provided an overview of three notable examples where recent technological upgrades have improved community development department functions:
 - An online permitting program has been implemented for certain single inspection building and trade permits; this has proven very beneficial for contractors with more straightforward permits as it allows permits to be obtained without the applicants having to come into the office; tied to this program was the installation of credit card payment capabilities;
 - The Department's use of the MIS/GIS Department's Geographic Information System (GIS) program and associated mapping has been invaluable over the past couple of years; the use of this on-line mapping program includes map and aerial photo consultations with customers (for building permits, land divisions, rezonings, etc.), realtor/appraiser use for basic property research, and insertion of maps and aerial photos into reports and legal notices;
 - Lastly, the use of web/cloud based packets has significantly reduced copying and production/paper costs;
- Discussion took place regarding possibilities for technology advancements such as the use of tablets in the field to significantly speed up the permitting process.

No action taken.

TECHNOLOGY
CONNECTIVITY WITH
LOCAL GOVERNMENT
UNITS

4. Infrastructure Committee Chairperson Washburn introduced discussion regarding technology connectivity with local government units.
 - Administration continues to explore the prospect of utilizing a fiber network to enhance public services throughout the County;
 - The members discussed the potential benefits that this arrangement could create for our local municipalities;
 - Discussion took place about hiring a consulting service to explore the feasibility and logistics of this prospective partnership;
 - Further discussion will take place at our next meeting.

No action taken.

COMMISSIONERS'
COMMENTS

5. Infrastructure Committee Chairperson Washburn requested Commissioners' comments. There were none.

ADJOURNMENT OF
COMMITTEE MEETING

6. Infrastructure Committee Chairperson Washburn adjourned the meeting at 12:01 p.m.

**WAYS AND MEANS
COMMITTEE MEETING**

Commissioner Stacey, Chairperson of the Ways and Means Committee reported on a meeting held May 16, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Adam Stacey, W&M Committee Chairperson
Bruce DeLong
Kam Washburn
Ken Mitchell
David Pohl
Robert Showers, Ex-Officio Member
Dwight Washington

Staff Present

Ryan Wood
Craig Longnecker
Penny Goerge
Cindy Moser
Doug Riley
Honorable Judge Rick

Others Present

Doug Deeter, Rehmann Robson

CALL TO ORDER/APPROVAL
OF AGENDA

1. Ways and Means Committee Chairperson Stacey called the meeting to order at 12:07 p.m.

COMMITTEE ACTION: Commissioner DeLong moved, supported by Commissioner Washington, to approve the agenda. Motion carried.

PUBLIC COMMENTS

2. Ways and Means Committee Chairperson Stacey requested limited public comments. There were none.

2018 AUDIT PRESENTATION

3. Ways and Means Committee Chairperson Stacey introduced Doug Deeter from Rehmann Robson regarding presentation of the 2018 Audit.
 - Mr. Deeter provided a brief overview and answered questions regarding the 2018 Audit;
 - Clinton County has received an “unmodified” audit opinion, which is the highest level that you can receive;
 - Significant attention was brought to the following audit numbers:
 - Unassigned GF fund balance \$10.6 million or 45.2% of total GF expenditures and transfers;
 - Net change in GF fund balance of \$1.4 million;
 - Positive budget to actual GF revenue variance of \$377,000;
 - GF expenditures under budget by \$1 million;
 - Long term debt, primary government, direct county obligations are zero;
 - GF commitments - \$2.5 million;
 - Restricted for major public improvement projects - \$8 million;
 - Restricted for public improvement equipment replacements - \$3.3 million;
 - Our Lead Accountant, Cindy Moser and her staff (Kate Rademacher and Jenny Halfman) were recognized for their efforts in putting together all of the financial statements as they have assisted tremendously with the Auditors’ work.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Mitchell, to **recommend** accepting the 2018 Financial Statements and the Report on Expenditures of Federal Awards and place on file. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried.

PRETRIAL SERVICES
PROGRAM

4. Ways and Means Committee Chairperson Stacey introduced Honorable Judge Rick to discuss pretrial services.
 - Honorable Judge Rick provided a brief overview and answered questions regarding the proposed pre-trial services program;
 - Administrator Wood noted that the courts previously advocated for the need of this pretrial services program during last year’s budget cycle and although it was well founded, administration was not comfortable with recommending it at that time due to financial limitations and operational

questions;

- Since then, a work group was formed consisting of courts, the information technology department and administration to explore programming options and necessary technology tools;
- There is strong concurrence from all involved that the program would benefit many aspects of county operations; further, administration is confident that the cost of the program can be carried for the balance of 2019 and sustained in the years ahead.

PRETRIAL SERVICES
DIRECTOR

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, supported by Commissioner Pohl, to **recommend** authorizing the establishment of 1 FTE for the position of Pretrial Services Director with a starting annual wage between \$55,000 and \$68,000 dependent on qualifications along with necessary budget adjustments. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner DeLong to concur with the committee recommendation. Voting on the motion by roll call vote, those voting aye were Washburn, Washington, Stacey, Pohl, Mitchell, DeLong and Showers. Seven ayes, zero nays. Motion carried.

PRETRIAL SERVICES
SOFTWARE MODULES

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, supported by Commissioner Mitchell, to **recommend** authorizing the purchase of associated software modules for the courts in the amount of \$50,000 along with the necessary budget adjustments. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner DeLong to concur with the committee recommendation. Voting on the motion by roll call vote, those voting aye were Stacey, Pohl, Washburn, DeLong, Mitchell, Washington and Showers. Seven ayes, zero nays. Motion carried.

SPECIALTY COURTS
GRANT APPLICATIONS

5. Ways and Means Committee Chairperson Stacey introduced discussion regarding a request to approve the following grant submissions:

GRANT-FUNDED PART-TIME
CASE MANAGER

A. **Grant-funded Part-time Case Manager:**

- The 29th Circuit Court is requesting permission to request additional grant funding for a part-time case manager; if approved, this position will be split between the Swift & Sure Program and Journey Court dockets at 24 hours per week;
- It was noted that having a part time, exclusively grant-funded person in place for 2020 is vital to program expansion.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Washington, to **recommend** authorizing the 29th Circuit Court to request additional grant funding for a part-time case manager. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Washburn to concur with the committee recommendation. Motion carried.

GRANT-FUNDED
CONTRACT FOR DRUG-
TESTING TECHNICIAN

B. **Grant-funded Contract for Drug-testing Technician:**

- The 29th Circuit Court is seeking approval to request grant funding for a part-time contracted drug-testing technician instead of contracting with Bay Tech;
- The requested grant-funded contract position will be 16-18 hours per week and can be utilized by the 29th Circuit Court and the Mid-Michigan Regional programs as well as both probation departments; furthermore, this position could provide drug testing for pretrial services;
- The benefits of employing a technician through the County would include the ability to directly supervise the technicians, offering a higher wage in hopes of having better quality staff, and less scheduling conflicts.

COMMITTEE RECOMMENDATION: Commissioner Washington moved, supported by Commissioner Pohl, to **recommend** authorizing the 29th Circuit Court to request grant funding for a part-time contracted drug-testing technician. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried.

RESOLUTION 2019-7
IMPOSING SUMMER
PROPERTY TAX LEVY AND
ADOPTING COUNTY
MILLAGE RATE

6. Ways and Means Committee Chairperson Stacey introduced discussion regarding the 2019 Summer Property Tax Levy.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washburn, to **recommend** the adoption of the 2019 Summer Property Tax Levy Resolution. Motion carried.
(See page 2 of minutes for Board Action)

POST-RETIREMENT
HEALTH CARE PLAN TRUST
QUARTERLY UPDATE

7. Ways and Means Committee Chairperson Stacey introduced Trust Chairperson Washburn to present the quarterly update for the Post-Retirement Health Care Plan Trust.

- Trust Chairperson Washburn provided a brief overview and answered questions regarding the quarterly trust fund report.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Stacey, to **recommend** accepting the Post-Retirement Health Care Plan Trust Quarterly Report and placing it on file. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried.

PLANNING UPDATE

8. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.

- PC-09-19 SLU/SP – Application for a Special Land Use Permit/Final Site Plan; Planning Commission recommends approval;
- Director Riley briefly discussed proposed language changes for the amended ordinance.

No action taken.

JUNE COMMITTEE MEETING
CALENDAR

9. Ways and Means Committee Chairperson Stacey introduced discussion regarding the June 2019 Open Meetings and Events Calendar.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to **recommend** the approval of the June 2019 Open Meetings and Events Calendar. Motion carried.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried.

ACCOUNTS PAYABLE
INVOICES PAID

10. Ways and Means Committee Chairperson Stacey introduced discussion regarding the Accounts Payable Invoices Paid.

COMMITTEE ACTION: Commissioner Mitchell moved, supported by Commissioner DeLong, to approve the invoices paid from April 6 through May 3, 2019 in the amount of \$850,388.11. Motion carried.

COMMISSIONERS'
COMMENTS

11. Ways and Means Committee Chairperson Stacey requested Commissioners' comments. There were none.

ADMINISTRATOR'S
COMMENTS

12. Ways and Means Committee Chairperson Stacey requested comments from Ryan Wood, County Administrator.

- Administrator Wood provided an Administrator's Report to the Members.

No action taken.

ADJOURNMENT OF
COMMITTEE MEETING

13. Ways and Means Committee Chairperson Stacey adjourned the meeting at 1:54 p.m.

**HUMAN RESOURCES
COMMITTEE MEETING**

Commissioner DeLong, Chairperson of the Human Resources Committee reported on a meeting held April 30 May 16, 2019. (Error corrected by Clerk)

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Bruce DeLong, HR Committee Chairperson
Adam Stacey
Kam Washburn
Dwight Washington
Ken Mitchell
David Pohl
Robert Showers, Ex-Officio Member

Staff Present

Craig Longnecker
Penny Goerge
Ryan Wood

CALL TO ORDER/APPROVAL
OF AGENDA

1. Human Resources Committee Chairperson DeLong called the meeting to order at 2:00 p.m.

COMMITTEE ACTION: Commissioner Mitchell moved, supported by Commissioner Washburn, to approve the agenda as amended.

A. Addition to Agenda: Discussion regarding July 4th Holiday – 3A

PUBLIC COMMENTS

2. Human Resources Committee Chairperson DeLong requested limited public comments. There were none.

MANAGERS AND ELECTED
OFFICIALS SALARY
SCHEDULE

3. Human Resources Committee Chairperson DeLong introduced discussion regarding the Managers and Elected Officials Salary Schedule.

- The development of the 2020 budget has started and an early step in the process is the development of personnel costs projections; as a part of this process, administration has conducted a review of elected officials and department head salaries;
- In previous years this review was conducted in the fall of the year however Administration is suggesting a slight change from this process; the review has been completed and Administration prefers to include these projected salaries in the first draft of the 2020 budget to make the budget process more efficient and accurate;
- The members were provided with a salary schedule for these positions; all but four of the positions reflect a 2% salary change; the other changes are all upward based on comparable county data to the extent possible and internal equity.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washburn, to **recommend** approving the 2020 salary schedule for the elected officials and department heads and a 2% adjustment for all non-union employees subject to the adoption of the 2020 budget. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to concur with the committee recommendation. Motion carried.

JULY 5 ADDITIONAL
HOLIDAY FOR EMPLOYEES

3A. Human Resources Committee Chairperson DeLong introduced discussion regarding an additional holiday for employees on Friday, July 5th.

- The regular scheduled holiday is on Thursday, July 4th; and it was noted that the Board has from time to time authorized an additional holiday to provide a long holiday weekend for employees.

COMMITTEE RECOMMENDATION: Commissioner Stacey moved, supported by Commissioner Washburn, to **recommend** approving an additional holiday for non-essential personnel on Friday, July 5, 2019. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to concur with the committee recommendation. Motion carried.

COMMITTEE/COMMISSION APPOINTMENTS

4. Human Resources Committee Chairperson DeLong introduced discussion regarding appointments to various Committees and Commissions.

APPOINTMENT OF BOB JESSE TO LIBRARY BOARD

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Stacey, to **recommend** reappointing Bob Jesse to the Clinton County Library Board for a three (3) year term expiring June 30, 2022. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Mitchell to concur with the committee recommendation. Chairperson Showers called for further nominations. None were offered. Motion carried.

APPOINTMENT OF WILLIAM HEISEY TO PLANNING COMMISSION

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to **recommend** appointing William Heisey to the Planning Commission for the remainder of a three (3) year term expiring May 1, 2020. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to concur with the committee recommendation. Chairperson Showers called for further nominations. None were offered. Motion carried.

COMMISSIONERS' COMMENTS

5. Human Resources Committee Chairperson DeLong requested Commissioners' comments.
- Commissioner Showers provided an update on behalf of the Michigan Association of Counties, Capital Area Michigan Works and Capitol Council of Governments;
 - Commissioner Washburn briefly discussed the Coleman Road Project and provided an update on behalf of the Clinton County Road Commission;
 - Commissioner Pohl provided an update regarding the Eagle Mobile Home Park;
 - Commissioner Washington briefly discussed the Coleman Road project;
 - Commissioner Mitchell provided updates on behalf of the State of Michigan Criminal Justice Policy Board and Capital Area Community Services;
 - Commissioner DeLong provided an update regarding the Clinton Area Transit System.

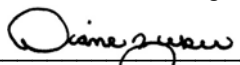
ADJOURNMENT OF COMMITTEE MEETING

6. Human Resources Committee Chairperson DeLong adjourned the meeting at 2:51 p.m.

END OF COMMITTEE REPORTS

ADJOURNMENT

With no further business to come before the Board, Chairperson Showers declared the meeting adjourned at 9:50a.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on June 25, 2019.