

**MINUTES
ISABELLA COUNTY
BOARD OF COMMISSIONERS
September 19, 2017**

The Isabella County Board of Commissioners was called to order at 7:00 p.m., by Chairperson George Green in the Commission Chambers on the above date.

The Pledge of Allegiance to the United States of America was led by Chairperson George Green.

Roll was called with the following Commissioners present: George Green, Frank Engler, Jerry Jaloszynski, Jim Horton, James Moreno, David Ling and Tobin Hope

Commissioners Absent: None

Also present were: Isabella County Administrator/Controller Margaret McAvoy, County Prosecutor Risa Hunt-Scully, County Clerk Minde` B. Lux and Deputy Clerk Brenda M. Young

APPROVAL OF AGENDA:

It was moved by Commissioner Moreno and seconded by Commissioner Jaloszynski to approve the agenda as presented.

PUBLIC HEARING ON PROPOSED FISCAL YEAR 2018 BUDGET:

Chairperson Green opened the Public Hearing on the Proposed Fiscal Year 2018 Budget at 7:05 p.m.

John Pedjac, Denver Township resident regarding the Administrative Assistance position in the Administrators office

Steven Stressman, Isabella County resident regarding the Sanitary Ordinance inspection fee

Chairperson Green closed the Public Hearing on the Proposed Fiscal Year 2018 Budget at 7:10 p.m.

FY 2018 BUDGET AND GENERAL APPROPRIATIONS:

**ISABELLA COUNTY BOARD OF COMMISSIONERS
RESOLUTION NO. 17-09-01**

Fiscal Year 2018 Budget Resolution and General Appropriations Act

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, requires each local unit of government to adopt a balanced budget for all required funds; and

WHEREAS, the Board of Commissioners has reviewed the recommended funding and anticipated revenues as brought forth by the County Administrator/Controller and believes the same to contain funds sufficient to finance approved County services; and

WHEREAS, the Board of Commissioners of Isabella County, Michigan, duly advertised a public hearing on the proposed budget for Fiscal Year (FY) 2018, as required by the Uniform Budgeting and Accounting Act.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of Isabella County, Michigan, does hereby approve the FY 2018 budget for the General Fund, showing

revenues and expenditures, each totaling \$20,602,063 based on an approved millage of 6.6100 mills; and

BE IT FURTHER RESOLVED, that the FY 2018 Isabella County Budget is hereby adopted on a fund and activity center basis for all funds, subject to all County policies regarding the expenditure of funds and the conditions set forth in this Resolution; and

BE IT FURTHER RESOLVED, that the following tax rates are hereby authorized to be levied for the tax year, including authorized debt service, as summarized below:

General Government Operations	6.6100 mil
Commission on Aging	0.8776 mil
Medical Care Facility	0.7000 mil
Parks and Recreation	0.3500 mil
Transportation	0.8620 mil
GRAND TOTAL	9.3996 mil

and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby approves salaries effective January 1, 2018, of:

County Commissioner District 1, 2 & 3	\$7,500
County Commissioner District 4, 5, 6 & 7	\$7,000
Board of Commissioners, Chairperson District salary plus	\$500
County Clerk	\$61,126
County Drain Commissioner	\$61,126
County Register of Deeds	\$61,126
County Treasurer	\$61,126
County Prosecuting Attorney	\$105,463
County Sheriff	\$68,563
Isabella County Road Commissioner (per MCL 224.8[2])	\$4,800

and

BE IT FURTHER RESOLVED, per Michigan statute (MCL 224.8[3]), that Isabella County Road Commissioners shall be eligible for health insurance coverage equivalent to that afforded to members of the Isabella County Board of Commissioners. Road Commissioners shall not be eligible for payment in lieu of health insurance coverage; and

BE IT FURTHER RESOLVED, that the meeting per diem rates for standing boards, commissions and committees appointed by the Board of Commissioners shall be set as indicated below, effective on October 1, 2017:

Board of Public Works	\$30.00	Human Rights Committee	\$25.00
Boundary Commission	\$25.00	Jury Board	\$30.00
Building Authority	\$25.00	Parks and Recreation Commission	\$25.00
Canvassing Board	\$25.00	Planning Commission	\$30.00
Commission on Aging	\$25.00	Plat Board	\$25.00
Construction Board of Appeals	\$25.00	Veterans' Affairs	\$25.00

Family Independence Agency \$25.00

Zoning Board of Appeals

\$30.00

and

BE IF FURTHER RESOLVED, that the approved employee positions on the authorized staffing level roster contained in the budget, shall limit the number of employees who can be employed and no funds are appropriated for any position or employee not on the authorized staffing level roster. Further, there may be a need to increase or decrease various positions within the budget and/or impose a hiring freeze and/or impose layoffs because of unforeseen financial changes. Therefore, the authorized staffing level roster list may be changed from time to time by the Board and/or the Board may impose a hiring freeze. County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the authorized staffing level roster; and

BE IT FURTHER RESOLVED, that certain positions contained in the authorized staffing level roster which are supported in some part by a grant, cost sharing, or other sources of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the authorized staffing level roster; and

BE IT FURTHER RESOLVED, that the Administrator/Controller is required and directed to automatically reduce any department each time a reduction is made in federal, state and local funds. The affected department head shall promptly make the necessary layoffs and advise those affected by the service that those services are being discontinued as a result of federal, state and/or local cutbacks; and

BE IT FURTHER RESOLVED, that whenever it appears to the County Administrator/Controller's Office that the actual and probable revenues will be less than the estimated revenues upon which appropriations were based, and when it appears that expenditures will exceed an appropriation, the County Administrator/Controller's Office shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both; and

BE IT FURTHER RESOLVED, that payment of bills, pursuant to MCLA 46.71, all claims against Isabella County shall be approved by the Board of Commissioners prior to being paid. Pursuant to MCLA 46.54 the Board appoints the Finance Committee to audit, allow and authorize the payment of claims against the County and thereby expedite the duties of the Board relating to such claims. The Board shall receive a list of payments at the following Board of Commissioners meeting for ratification. The office of the Administrator/Controller may pay certain bills prior to approval by the Board to avoid late penalties, service charges and interest, etc. The Board shall receive a monthly, complete list of said claims (bills) at the next month's Board Meeting; and

BE IT FURTHER RESOLVED, that the Administrator/Controller be, and hereby is appointed "Chief Administrative Officer," pursuant to the Uniform Budget and Accounting Act (MCL 141.422b(1)(f)), with power to administer such duties in connection with said budget, as may be from time to time, delegated to the office of Administrator/Controller by this Board; and

BE IT FURTHER RESOLVED, that the Chief Administrative Officer be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds; and

BE IT FURTHER RESOLVED, that the County Administrator/Controller be authorized to transfer monies from one category to another within an activity and between activities within the same fund in an amount up to \$50,000 for non-equipment expenditures, and up to \$25,000 for equipment expenditures when it shall be deemed necessary and a quarterly report of all transfers shall be made to the Finance and Administration Committee; and

BE IT FURTHER RESOLVED, that the County Administrator/Controller is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the Chairman of the Board is authorized to sign said contracts after the Administrator/Controller approves each contract as to substance and legal counsel approves each contract as to legal form; and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby approves FY 2018 budget for Special Revenue Funds as shown under Attachment A; and

BE IT FURTHER RESOLVED, that the Isabella County Board of Commissioners hereby approves the FY 2018 budget, as presented, Tuesday, September 19, 2017.

It was moved by Commissioner Moreno and seconded by Commissioner Hope to approve the Isabella County Fiscal Year 2018 Budget Resolution and General Appropriation, Resolution No. 17-09-01. The motion carried with 5 yeas and 2 nays. Yeas: Commissioners Green, Horton, Moreno, Ling and Hope. Nays Jaloszynski, Engler

GENERAL PUBLIC COMMENTS:

Jim Engler, Union Township resident regarding Proposed Sanitary Code amendment.

David Zamarron, Union Township resident and realtor regarding Proposed Sanitary Code amendment.

John Pedjac Denver Township resident regarding Proposed Sanitary Code amendment.

Richard Green, Coldwater Lake resident regarding Proposed Sanitary Code amendment.

Steven Stressman, Isabella County resident and Realtor regarding Proposed Sanitary Code amendment.

PRESENTATIONS AND SPECIAL REPORTS: None

APPOINTMENTS TO BOARDS AND COMMISSIONS:

A. Board of Canvassers:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Ling to accept with regret the resignation of Margaret Novitski from the Isabella County Board of Canvassers for the Democratic Party. Motion Carried.

B. Board of Canvassers:

It was moved by Commissioner Moreno and seconded by Commissioner Jaloszynski to appoint one Republican Party member, Dale Jarman and one Democratic Party member, John (Tim) Caldwell, using a ballot provided at the meeting, to serve on the Isabella County Board of Canvassers for a four-year term ending October 31, 2021. Motion Carried.

C. Board of Canvassers:

It was moved by Commissioner Ling and seconded by Commissioner Horton to appoint one Democratic Party member Katherine Primeau, using a ballot provided at meeting, to serve on the Isabella County Board of Canvassers to complete a four-year term ending October 31, 2019. Motion Carried.

CONSENT AGENDA:

It was moved by Commissioner Hope, seconded by Commissioner Ling to approve and place on file the September 5, 2017 Regular Meeting minutes, the September 12, 2017 Finance and Administration Committee minutes, the September 12, 2017 Criminal Justice and County Affairs Committee minutes, the September 12, 2017 Human Resources and Public Works Committee minutes and the September 7, 2017 Routine Personnel Items. Motion Carried.

COMMITTEE REPORTS

Finance and Administration Committee:

1. Invoice Lists: September 1, 2017; and September 8, 2017:

It was moved by Commissioner Horton and seconded by Commissioner Ling to ratify and place on file the September 1, 2017 Invoice List in the amount of \$836,954.77 and the September 8, 2017 Invoice List in the amount of \$592,324.68. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jalszynski, Horton, Moreno, Ling and Hope. Nays: None.

2. 2017 Tax Rate Request:

It was moved by Commissioner Horton and seconded by Commissioner Ling to approve the completion of the State Tax Commission Form L- 4029 – 2017 Tax Rate Request affirming each County approved millage rate and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jalszynski, Horton, Moreno, Ling and Hope. Nays: None.

Criminal Justice and County Affairs Committee:

1. FY 2017 Emergency Management Performance Grant:

It was moved by Commissioner Jalszynski and seconded by Commissioner Engler to approve the FY 2017 Emergency Management Performance Grant (EMPG) in the amount of \$13,355.00 and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jalszynski, Horton, Moreno, Ling and Hope. Nays: None.

Human Resources and Public Works Committee:

1. Aging and Adult Services Revised Funding and Expenditure Worksheet:

It was moved by Commissioner Moreno and seconded by Commissioner Hope to approve the Aging and Adult Services Agency (AASA) revised funding and expenditure worksheet for the FY 2017 budget contract, and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jalszynski, Horton, Moreno, Ling and Hope. Nays: None.

Intergovernmental Affairs Committee: None

Administrator/Controller:

1. Annual MERS Conference:

It was moved by Commissioner Ling and seconded by Commissioner Horton to approve the Municipal Employee Retirement System (MERS) Employee Delegate, Jenifer Wilson, and Employer Delegates, Steven Pickens and Cindie Granger, to attend the Annual MERS Conference on September 21, 2017 and September 22, 2017, with fees and expenses paid by the County. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jalszynski, Horton, Moreno, Ling and Hope. Nays: None.

Unfinished Business: None

New Business:

1. Resolution No. 17-09-04; Tribute to Brenda J. Upton:

WHEREAS Brenda J. Upton is retiring from Isabella County effective September 8, 2017; and

WHEREAS Brenda has had a distinguished career, having served over 28 years as the Isabella County Commission on Aging Director; and

WHEREAS Brenda has dedicated her professional career to older adults serving as Director of the Clinton County Senior Citizens Office and the Ionia County Commission on Aging prior to her joining Isabella County; and

WHEREAS Brenda has served as Chairperson of the statewide Michigan Directors of Services to the Aging group, worked with State and Federal Elected Officials to pass legislation to provide services and assistance to older adults, has Chaired the statewide Michigan Directors of Services to the Aging, taught Gerontology at Central Michigan University, has mentored interns from Central Michigan University and Ferris State University, and has worked with numerous community agencies; and

WHEREAS Brenda was the driving vision behind the design and eventual building of the Isabella County Commission on Aging Offices and Activity Center; and

WHEREAS she provided outstanding leadership resulting in the overwhelming passage of two 10-year Millages to provide quality services and programs to older adults; and

WHEREAS Brenda has developed and expanded programs and services for the older adults of the County, served as a visionary in her field and is responsible for the hiring, training, mentoring and leadership of most of the current employees of the Commission on Aging; and

WHEREAS Brenda has provided a culture of care for, support of and marshalling the resources of our older citizens that has made the Isabella County Commission on Aging the envy of and model for County Commissions throughout Michigan; and

WHEREAS Brenda is the loving daughter of the late Bob and Mary Beth and is the sister of Linda, Martha and Rebecca, the aunt of 9 nieces and nephews and the doting great aunt of Sam and Clara; and

THEREFORE, LET IT BE RESOLVED that the Isabella County Board of Commissioners, on behalf of the citizens of the County, does hereby recognize, honor and thank Brenda J. Upton for her selfless, dedicated, faithful and remarkable service to all citizens, and especially the older adults, of Isabella County and wish her the happiest, healthiest and most fulfilling retirement.

It was moved by Commissioner Jaloszynski and seconded by Commissioner Engler to adopt Isabella County Board of Commissioners Resolution No. 17-09-04; Tribute to Brenda J. Upton, and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Ling and Hope. Nays: None.

2. Resolution No. 17-09-05; Amend the CMDHD Sanitary Code:

RESOLUTION TO AMEND THE CENTRAL MICHIGAN DISTRICT HEALTH
DEPARTMENT SANITARY CODE BY ADDING A NEW ARTICLE VIII TO APPROVE
REGULATIONS FOR THE INSPECTION OF ONSITE SEWAGE DISPOSAL SYSTEMS
AND PRIVATE WATER SUPPLY SYSTEMS AT THE TIME OF PROPERTY
TRANSFER

WHEREAS, the maintenance of residential wells and septic systems is essential to the protection of public health and protection of the surface and ground water; and

WHEREAS, the Michigan Public Health Code (MCL 333.2441) authorizes the local governing entities of a local health department (the County Board of Commissioners of Arenac, Clare, Gladwin, Isabella, Osceola, and Roscommon Counties for the Central

Michigan District Health Department) to approve regulations adopted by the health department that are necessary or appropriate to implement or carry out the duties or functions vested by law in the local health department; and

WHEREAS, the Public Health Code requires local health departments to promote public health through organized programs, including the prevention and control of environmental health hazards; and

WHEREAS, the Central Michigan District Health Department (CMDHD) Sanitary Code, originally adopted and approved January 1, 1997, requires any new residential development which utilizes on-site water and/or sewage systems to obtain approval from the CMDHD, and the Code establishes criteria by which the Department shall evaluate any proposed residential development; and

WHEREAS, on-site water and sewage systems degrade over time, and can expose humans to diseases; and

WHEREAS, E. coli studies have been undertaken, and those studies establish that Isabella County has experienced a county-wide E. coli health hazard; and

WHEREAS, the Health Officer has proposed the adoption of an amendment to the CMDHD Sanitary Code by adding a new Article VIII which would require an inspection of on-site water and sewage disposal systems in Isabella County at the time of property transfers, and when necessary the repair and/or upgrading of those systems; and

WHEREAS, notice of a public hearing was given in accordance with Section 2442 of the Public Health Code [MCL 333.2442] not less than 10 days before the public hearing and not less than 20 days before the adoption of the Amendment; and

WHEREAS, the Health Officer has notified the Board of Commissioners that notice of the scheduled August 23, 2017 public hearing was published in the Morning Sun newspaper on July 23, 2017, and has recommended that the Board of Commissioners approve the amendment to the CMDHD Sanitary Code which will add a new Article VIII and establish regulations for the inspection of onsite water and sewage disposal systems at the time of property transfer.

THEREFORE BE IT RESOLVED, that on September 19, 2017, the Board of Commissioners of the County of Isabella, Michigan, having considered the comments made at the public hearing on August 23, 2017 hereby approves an amendment to the CMDHD Sanitary Code by approving the addition of a new Article VIII, entitled the Isabella County Septic Inspection and Property Transfer Regulation, also known as the Time of Transfer Regulation (copy attached and incorporated by reference), being a regulation to require the inspection of onsite sewage disposal systems and private water supply systems prior to the transfer of property in Isabella County.

BE IT FURTHER RESOLVED, that the new Article VIII shall take effect 45 days after its approval by the Boards of Commissioners for Arenac, Clare, Gladwin, Isabella, Osceola, and Roscommon Counties.

It was moved by Commissioner Horton and seconded by Commissioner Ling to adopt Isabella County Board of Commissioners Resolution No. 17-09-05, to amend the Central Michigan District Health Department Sanitary Code by adding a new Article VIII to approve regulations for the inspection of onsite sewage disposal systems and private water supply systems at the time of property transfer, and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Ling and Hope. Nays: None.

3. Saginaw Chippewa Indian Tribe of Michigan Fall 2017 Semiannual Two-Percent requests:

It was moved by Commissioner Engler and seconded by Commissioner Jaloszynski to approve the following Saginaw Chippewa Indian Tribe of Michigan Semiannual Two-Percent requests prioritization for presentation to the Saginaw Chippewa Indian Tribe by the required date of September 30, 2017. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Ling and Hope. Nays: None.

- Commission on Aging requesting \$517,588.00 for Programs and Services (Ranking 1)
- Materials Recovery Facility requesting \$189,734.00 for Recycling Truck Purchases (Ranking 1)
- Sheriff's Office requesting \$65,000.00 for the Body Worn Camera Project (Ranking 1)
- Register of Deeds requesting \$10,000.00 for the Remonumentation Program (Ranking 2)
- Trial Court requesting \$30,000.00 for Additional Substance Testing for Participant in Treatment Court (Ranking 1)

General Public Comments: None

Announcements:

Oct 2 the FEMA office in Mt. Pleasant will close.

Adjournment: It was moved by Horton and seconded by Commissioner Ling to adjourn to the call of the chair at 8:46 p.m.

