

**MINUTES
ISABELLA COUNTY
BOARD OF COMMISSIONERS
September 20, 2016**

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, John Haupt, Jerry Jaloszynski, Jim Horton, Jim Moreno, David Ling, and Michael Fisher

Commissioners Absent: None

Also present were: Isabella County Administrator/Controller Margaret McAvoy, Director of Accounting Services Donna Barker Tellis, Isabella County Clerk Minde` B. Lux and Deputy Clerk Brenda M. Young

APPROVAL OF AGENDA:

It was moved by Commissioner Ling and seconded by Commissioner Horton to approve the agenda as presented. Motion Carried.

7:05 P.M. - PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017 BUDGET:

Chairperson Green opened the Public Hearing on proposed Fiscal Year 2017 Budget at 7:05 p.m. He stated that a County Budget is not simple. The economy in Isabella County has been flat and has not felt the economic recovery other areas have.

No comment was heard.

Chairperson Green closed the public hearing at 7:07 p.m.

**ISABELLA COUNTY BOARD OF COMMISSIONERS
RESOLUTION NO. 16-09-01**

Fiscal Year 2017 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) 2017, 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 2017 budget for the General Fund, showing revenues and expenditures each totaling \$20,797,827 based on an approved millage of 6.6100 mills; and

BE IT FURTHER RESOLVED, that the FY 2017 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, 2017, 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	\$59,927
County Drain Commissioner	\$59,927
County Register of Deeds	\$59,927
County Treasurer	\$59,927
County Prosecuting Attorney	\$103,395
County Sheriff	\$67,219
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, 2016:

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 2017 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 2017 budget, as presented, Tuesday, September 20, 2016.

It was moved by Commissioner Horton and seconded by Commissioner Fisher to approve the Isabella County Fiscal Year 2017 Budget Resolution and General Appropriation, Resolution No. 16-09-01. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jalszynski, Horton, Moreno, Ling and Fisher. Nays: None.

GENERAL PUBLIC COMMENTS: None

PRESENTATIONS AND SPECIAL REPORTS: None

APPOINTMENTS TO BOARDS AND COMMISSIONS: None

CONSENT AGENDA:

It was moved by Commissioner Fisher and seconded by Commissioner Ling to approve and place on file the September 6, 2016 Regular Meeting minutes, the September 14, 2016 Criminal Justice and County Affairs Committee minutes, and the September 8, 2016 Routine Personnel Items. Motion Carried.

COMMITTEE REPORTS

Finance and Administration Committee:

1. August 24, 2016 Claims List, August 31, 2016 Claims List and the September 7, 2016 Claims List:

It was moved by Commissioner Horton and seconded by Commissioner Ling to ratify and place on file the August 24, 2016 Claims List in the amount of \$46,250.86, the August 31, 2016 Claims List in the amount of \$26,452.33 and the September 7, 2016 Claims List in the amount of \$74,884.31. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jalszynski, Horton, Moreno, Ling and Fisher. Nays: None.

2. August 2016 Direct Pay List:

It was moved by Commissioner Ling and seconded by Commissioner Horton to approve the August 2016 Direct Pay List in the amount of \$4,532,689.78. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jalszynski, Horton, Moreno, Ling and Fisher. Nays: None.

3. 2016 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-4029-2016 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, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

4. Cooperative Reimbursement Program Agreement-Friend of the Court:

It was moved by Commissioner Ling and seconded by Commissioner Horton to approve the Cooperative Reimbursement Program Agreement between the Department of Human Services and the Friend of the court effective October 1, 2016 through September 30, 2021, in the amount of \$3,075,705.00 and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

5. Cooperative Reimbursement Program Agreement – Prosecuting Attorney’s Office:

It was moved by Commissioner Horton and seconded by Commissioner Ling to approve the Cooperative Reimbursement Program Agreement between the Department of Human Services and the Prosecuting Attorney’s Office, effective October 1, 2016 through September 30, 2021, in the amount of \$206,987.00 and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

Criminal Justice and County Affairs Committee:

1. Community Corrections Grant:

It was moved by Commissioner Haupt and seconded by Commissioner Jaloszynski to approve the State of Michigan Department of Corrections Office of Community Corrections Grant No, CPS-2017-1-13 between the Department of Corrections and Isabella County, in the amount of \$119,315.00, effective October 1, 2016 to September 30, 2017 and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

2. FY 2017 EMPG Work Agreement:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Haupt to approve the FY 2017 Emergency Management Performance Grant Work Agreement and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

3. Resolution No. 16-09-02 Hazard Mitigation Plan:

WHEREAS, Isabella County, Michigan is at risk from hazards that could damage commercial, residential and public properties, displace citizens and businesses, close streets and bridges dividing the community both physically and emotionally, and present general public health and safety concerns; and

WHEREAS, the community has prepared an *Isabella County Hazard Mitigation Plan* that outlines the community’s options to reduce overall damage and impact from natural and technological hazards; and

WHEREAS, the *Isabella County Hazard Mitigation Plan* has been reviewed by community residents, business owners, and federal, state and local agencies, and has been revised to reflect their concerns;

NOW, THEREFORE BE IT RESOLVED, that the *Isabella County Hazard Mitigation Plan* is

hereby adopted as an official plan of Isabella County on September 20, 2016 by the Isabella County Board of Commissioners.

It was moved by Commissioner Jaloszynski and seconded by Commissioner Haupt to adopt Resolution No. 16-09-02, the Isabella County Hazard Mitigation Plan, and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

Human Resources and Public Works Committee: None

Intergovernmental Affairs Committee: None

Administrator/Controller: None

Unfinished Business: None

New Business:

1. Budget Amendment #2016-15 Child Care Fund:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Haupt to approve Budget Amendment #2016-15 Child Care Fund and authorize the Board Chair to sign the same. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Haupt, Jaloszynski, Horton, Moreno, Ling and Fisher. Nays: None.

2. Isabella County 2017 Holiday Schedule:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Haupt to approve the Isabella County 2017 Holiday Schedule as presented. Motion Carried

General Public Comments: None

Announcements:

Commissioner Moreno invited the public to the Isabella County Community Collaborative Legislative Breakfast and Meet and Greet with local candidates on October 7, 2016 at the Commission on Aging Building from 8:30-10:30

Commissioner Moreno invited the public to the Mt Pleasant Citizens Climate Lobby to hear presentations by Rear Admiral David Titley, Retired USN on Friday, October 21, 2016 from 1:40p.m. in Park Library Auditorium and at 7:30 p.m. in the Community Room, Center for Liberal Arts & Business at Mid-Michigan Community College Mt. Pleasant Campus.

Chairperson Green announced the Council of Governments meeting on Wednesday, September 21, 2016 beginning at 7 p.m. to be held at Coe Township Hall.

Adjournment: It was moved by Commissioner Fisher and seconded by Commissioner Haupt to adjourn to the call of the chair at 7:30 p.m.

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