

**MINUTES
ISABELLA COUNTY
BOARD OF COMMISSIONERS
September 15, 2020**

The Isabella County Board of Commissioners was called to order at 7:00 p.m., by Chairperson George Green via zoom 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, Steve Swaney and Tobin Hope

Commissioners Absent: None

Also present were: Deputy Administrator/Controller Nicole Frost, County Clerk, Minde` B. Lux, and Deputy Clerk Brenda M. Young

APPROVAL OF AGENDA: It was moved by Commissioner Jaloszynski and seconded by Commissioner Horton to approve the agenda as presented. Motion carried.

PUBLIC HEARING ON PROPOSED FISCAL YEAR 2021 BUDGET:

Chairperson Green opened the Public Hearing at 7:03 p.m.

No Comment was heard

Chairperson Green closed the Public Hearing at 7:05 p.m.

Resolution No. 20-09-01

Fiscal Year 2021 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's Office 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) 2021, 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 2021 budget for the General Fund, showing revenues and expenditures each totaling \$21,013,710 based on an approved millage of 6.6100 mills; and

BE IT FURTHER RESOLVED, that the FY 2021 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	0.9795 mil
Parks and Recreation	0.3500 mil
Transportation	0.8620 mil
GRAND TOTAL	9.6791 mil

and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby approves salaries effective January 1, 2021, 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	\$81,807
County Drain Commissioner	\$66,998
County Register of Deeds	\$74,033
County Treasurer	\$85,357
County Prosecuting Attorney	\$121,965
County Sheriff	\$99,887
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, 2020:

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 Budgeting 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 2021 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 2021 budget, as presented, Tuesday, September 15, 2020.

It was moved by Commissioner Horton and seconded by Commissioner Hope to approve the Isabella County Fiscal Year 2021 Budget Resolution and General Appropriation Act, Resolution No. 20-09-01. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Swaney and Hope. Nays: None.

GENERAL PUBLIC COMMENT: Jessica Lapp, Mount Pleasant resident introduced herself to the Board and announced she is running for Commissioner District 4.

PRESENTATIONS AND SPECIAL REPORTS: None

APPOINTMENTS TO BOARDS AND COMMISSIONS: None

CONSENT AGENDA

It was moved by Commissioner Swaney and seconded by Commissioner Moreno to approve and place on file the September 1, 2020 Regular Meeting minutes, the September 8, 2020 Finance and Administration Committee Meeting minutes, the September 8, 2020 Criminal Justice and County Affairs Committee Meeting minutes and the September 8, 2020 Human Resources and Public Works Committee Meeting minutes, and the September 3, 2020 Routine Personnel Items. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Swaney and Hope. Nays: None.

COMMITTEE REPORTS

Finance and Administration Committee:

1. August 28, 2020 Invoice List; September 4, 2020 Invoice List; and September 10, 2020 Adjustments List Committee Meeting Minutes:

It was moved by Commissioner Horton and seconded by Commissioner Jaloszynski to ratify and place on file the August 28, 2020 Invoice List in the amount of \$321,513.68, the September 4, 2020 Invoice List in the amount of \$409,415.45, and the Adjustment List dated September 10, 2020. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, and Swaney. Nays: None.

2. Clark Construction Prime Contract Change Order No. 001:

It was moved by Commissioner Hope and seconded by Commissioner Horton to approve the Clark Construction Company's Prime Contract Change Order No. 001, in the amount of \$70,446.00, for

Design Assist Preconstruction Services for the Jail and Sheriff's Office Project, 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, Swaney and Hope. Nays: None.

3. Inmate Medical Services – Wellpath Proposal:

It was moved by Commissioner Horton and seconded by Commissioner Hope to approve the recommendation from the Isabella County Sheriff's Office to select Wellpath as the successful vendor to provide inmate medical services, contingent on successful negotiations of hours and price, for a 3-year term beginning October 1, 2020. The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Swaney and Hope. Nays: None.

4. SecureAlarm Systems Agreement – Trial Court, Sheriff's Office, County Building, and Commission on Aging:

It was moved by Commissioner Hope and seconded by Commissioner Horton to approve the agreement with SecureAlarm Systems, Inc. for the period October 1, 2020 through September 30, 2021, for the security at the Trial Court, Sheriff's Office, County Building, and Commission on Aging, in the amount of \$44,280.00, 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, Swaney and Hope. Nays: None.

5. SecureAlarm Systems Agreement – Public Defender's Office:

It was moved by Commissioner Horton and seconded by Commissioner Hope to approve the agreement with SecureAlarm Systems, Inc. for the period October 1, 2020 through September 30, 2021, for the security at the Public Defender's Office, in the amount of \$3,468.00, 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, Swaney and Hope. Nays: None.

6. State Tax Commission Form, L-4029 – 2020:

It was moved by Commissioner Hope and seconded by Commissioner Horton to approve the completion of the State Tax Commission Form L-4029-2020 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, Jaloszynski, Horton, Moreno, Swaney and Hope. Nays: None.

7. Equalization Department – Property Assessment Data Fee Schedule:

It was moved by Commissioner Horton and seconded by Commissioner Hope to adopt the following fee schedule under the Enhanced Data Access Policy, Policy No. 212 of Isabella County; Property Assessment Data:

\$1,000.00 per request for county-wide assessment data.

\$56.00 (\$1,00/18) per request for an individual local unit's assessment data

The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jaloszynski, Horton, Moreno, Swaney and Hope. Nays: None.

8. FY Budget Amendment – Segal Waters Implementation:

It was moved by Commissioner Hope and seconded by Commissioner Horton to approve the FISCAL Year 2020 Budget Amendment for Segal Waters implementation of remaining General Fund departments, in the amount of \$145, 870.00 and non-General Fund departments, in the amount of

\$77,950.00, 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, Swaney and Hope. Nays: None.

Criminal Justice and County Affairs Committee:

1. Managed Assigned Counsel Contract:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Engler to approve the Agreement for Attorney Services for Indigent Individuals (Managed Assigned Counsel Contract), effective October 1, 2020 to September 30, 2021, 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, Swaney and Hope. Nays: None.

Human Resources and Public Works Committee:

1. Individual Services Contract – Bulk Meal Delivery Driver:

It was moved by Commissioner Moreno and seconded by Commissioner Swaney to approve the Individual Services Contracts between the Isabella County Commission on Aging and Roger Stremlow, Larry, Davis, and Paul Stickler for services as a Bulk Meal Delivery Driver, effective October 1, 2020 through September 30, 2021, 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, Swaney and Hope. Nays: None.

2. COA Nutrition Site Agreements:

It was moved by Commissioner Swaney and seconded by Commissioner Moreno to approve the FY 2021 Isabella County Commission on Aging Nutrition Site Agreements for congregate meal sites with Shepherd United Methodist Church at a rate of \$150.00 per month, Fremont Township,- Winn Community Building at a rate of \$300.00 per month, Rosebush Manor at a rate of \$90.00 per month, and Sherman Township Weidman at a rate of \$250.00 per month, 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, Swaney and Hope. Nays: None.

Intergovernmental Affairs Committee: None

Administrator/Controller: None

Unfinished Business: None

New Business:

Saginaw Chippewa Indian Tribe of Michigan Fall 2020 Semi Annual Two-percent requests:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Engler to approve the following Saginaw Chippewa Indian Tribe of Michigan Fall 2020 Semiannual Two-percent requests prioritization for presentation to the Saginaw Chippewa Indian Tribe by the required date of September 30-2020.

- Commission on Aging requesting \$514,348.00 for Programs and Services
- Materials Recovery Facility requesting %53,845.00

- Sheriff's Office requesting \$60,437.00
- Trial Court requesting \$20,000.00 for the Swift and Sure Probation Program

The motion carried with 7 yeas and 0 nays. Yeas: Commissioners Green, Engler, Jalszynski, Horton, Moreno, Swaney and Hope. Nays: None.

General Public Comments: None

Announcements: None

Adjournment: It was moved by Commissioner Horton and seconded by Commissioner Hope to adjourn to the call of the Chair at 7:36 p.m.