

**MINUTES**  
**Isabella County Board of Commissioners**  
**REGULAR BOARD**  
**HYBRID MEETING (IN-PERSON/ELECTRONIC)**  
**Isabella County Commission on Aging Building**  
**2200 S. Lincoln Rd., Mt. Pleasant, MI 48858**  
**May 1st, 2023 – 7:00 p.m.**

CALL TO ORDER by Chairman Hope in conference room A/B of the Commission on Aging, 2200 S. Lincoln Rd., Mt. Pleasant, MI 48858. Hybrid Meeting (In-person/Electronic)

Pledge of Allegiance to the United States of America was led by Chairman Tobin Hope.

ROLL CALL: Commissioners Present: Tobin Hope, Chris Embrey, Terry Hutchinson, James Moreno, Frank Engler, Steve Swaney, and Jerry Jaloszynski.

**Commissioner Absent:** None

Also present: County Administrator/Controller Nicole Frost, Isabella County Clerk Minde B. Lux.

**APPROVAL OF AGENDA**

It was moved by Commissioner Moreno and supported by Commissioner Hutchinson to approve the agenda as submitted. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

**GENERAL PUBLIC COMMENTS:** None

**PRESENTATIONS AND SPECIAL REPORTS:** None

**APPOINTMENTS TO BOARDS AND COMMISSIONS:**

A motion was made by Commissioner Hutchinson and supported by Commissioner Moreno to appoint Jody Thompson to serve on the Great Lakes Bay Michigan Works Workforce Development Board, as a private sector representative, for a 2-year term beginning July 1, 2023 through June 30, 2025. Motion carried.

## **CONSENT AGENDA:**

1. It was moved by Commissioner Embrey and seconded by Commissioner Jaloszynski to approve and place on file the April 18, 2023 Regular Meeting minutes, the April 27, 2023 Finance and Administration Committee Meeting minutes, and the April 25, 2023 Criminal Justice and County Affairs Committee Meeting minutes. Motion carried.

## **COMMITTEE REPORTS:**

### **Finance and Administration Committee:**

1. It was moved by Commissioner Jaloszynski and seconded by Commissioner Embrey to ratify and place on file the April 14, 2023 Invoice List in the amount of \$137,273.17, the April 21, 2023 Invoice List in the amount of \$929,311.35, and the Adjustment List dated April 27, 2023. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.
2. It was moved by Commissioner Embrey and seconded by Commissioner Jaloszynski to approve the Prime Contract Change Order No. 5 with Clark Construction, in the net deduction amount of \$380,119.00, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.
3. It was moved by Commissioner Jaloszynski and seconded by Commissioner Embrey to approve the Agreement between Consumers Energy and Isabella County for Modifications of Electric Facilities at 5270 Remus Road, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None
4. It was moved by Commissioner Embrey and seconded by Commissioner Jaloszynski to acknowledge the Notice of Lease Extension between Isabella County and Michigan State Police, agree to the replacement of carpet and ceiling tiles in the leased premises in October 2023, and authorize the Board Chairperson to sign the same. Motion carried with

Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None

5. It was moved by Commissioner Jaloszynski and seconded by Commissioner Embrey to approve Isabella County Budget Amendment No. 2023-08 to recognize remaining American Rescue Plan Act (ARPA) lost revenue funds for Public Safety payroll, and authorize the Board Chair to sign the same. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None
6. It was moved by Commissioner Embrey and seconded by Commissioner Jaloszynski to approve the proposed Payroll Clerk position at a Non-Union Employee Wage Scale Pay Grade 8, and approving the proposed Human Resources Specialist at a Non-Union Employee Wage Scale Pay Grade 10, and eliminating the existing Payroll & Benefits Administrator position in the Administration Office, effective immediately, and authorize the Board Chair to sign Budget Amendment No. 2023-09. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None
7. It was moved by Commissioner Jaloszynski and seconded by Commissioner Embrey to accept and place on file the Fiscal Year 2023 Second Quarter Financial Report as presented. Motion carried
8. **Criminal Justice and County Affairs:**
  1. It was moved by Commissioner Engler and seconded by Commissioner Swaney to approve the 2023 Remonumentation Grant Agreement between the State of Michigan, Department of Licensing and Regulatory Affairs, and Isabella County effective January 1, 2023 until December 31, 2023, in the amount of \$55,662.00. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

#### **Human Resources and Public Works Committee:**

1. It was moved by Commissioner Moreno and seconded by Commissioner Hutchinson to approve the estimate from Lakeshore

Construction, in the amount of \$4,932.00, for the parking lot repairs at the Isabella County Trial Court. Motion carried with Yeas: Commissioners Hutchinson, Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

**Intergovernmental Affairs:** None

**Administrator/Controller:** None

**Unfinished Business:** None

**New Business:**

1. It was moved by Commissioner Engler and seconded by Commissioner Swaney to approve change the start time of the Isabella County Board of Commissioner Work Session meeting to 5:30 p.m. for the remainder of the 2023 calendar year. Motion carried

**Public Comment:** None

**Announcements:**

Commissioner Embrey thanked Commissioner Swaney for dinner.

**Adjournment:** Motion by Commissioner Embrey and supported by Commissioner Hutchinson to adjourn at 7:23 p.m.