

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
September 5th, 2023
7:00 P.M

CALL TO ORDER by Chairman Tobin D. 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 Hope.

ROLL CALL:

Commissioners Present: Tobin D. Hope; Chris Embrey; Steve Swaney; Frank Engler; Jerry Jaloszynski; and James Moreno.

Commissioner Absent: Terry Hutchinson.

Also Present: Isabella County Administrator/Controller Nicole Frost; Isabella County Clerk Mindé B. Lux; and Interim Isabella County Deputy Administrator/Controller Melissa Franquist.

APPROVAL OF AGENDA:

It was moved by Commissioner Jaloszynski and seconded by Commissioner Moreno to approve the agenda with the request to remove Item #7 under Finance and Administration. Motion carried.

GENERAL PUBLIC COMMENTS: N/A.

FISCAL YEAR 2024 PROPOSED BUDGET PUBLIC HEARING:

Commissioner Embrey moved to open the Fiscal Year 2024 Proposed Budget Public Hearing, which Commissioner Jaloszynski seconded, at 7:03 P.M. Chairman Hope asked for a roll call to open the Public Hearing. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None. There were no public comments made.

Commissioner Moreno moved to close the Fiscal Year 2024 Proposed Budget Public Hearing, which Commissioner Jaloszynski seconded, at 7:05 P.M. Chairman Hope asked for a roll call to close the Public Hearing on Proposed Fiscal Year 2024 Budget. Motion carried with Yeas: Commissioners Moreno, Embrey,

Swaney, Engler, Jaloszynski and Hope. Nays: None.

PRESENTATIONS AND SPECIAL REPORTS: N/A.

APPOINTMENTS TO BOARDS AND COMMISSIONS: N/A.

CONSENT AGENDA:

It was moved by Commissioner Embrey and supported by Commissioner Jaloszynski to approve and place on file the August 15, 2023 Work Session minutes, the August 15, 2023 Regular Meeting minutes, the August 23, 2023 Special Meeting minutes, the August 29, 2023 Human Resources and Public Works Committee Meeting minutes, and the August 29, 2023 Finance and Administration Committee Meeting minutes.

COMMITTEE REPORTS:

Finance and Administration Committee:

1. It was moved by Commissioner Jaloszynski and supported by Commissioner Embrey to approve and place on file the August 11, 2023 Invoice List in the amount of \$321,148.36, the August 18, 2023 Invoice List in the amount of \$1,447,016.80, the August 25, 2023 Invoice List in the amount of \$122,877.94, and the Adjustment List dated August 31, 2023. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski, and Hope. Nays: None.
2. It was moved by Commissioner Embrey and supported by Commissioner Jaloszynski to approve the Isabella County 2024 Holiday Schedule, as presented. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski, and Hope. Nays: None.
3. It was moved by Commissioner Jaloszynski and supported by Commissioner Moreno to approve the Easement for Electrical Facilities between Isabella County and Consumers Energy Company for the Isabella County Sheriff's Office and Correctional Facility Project, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.
4. It was moved by Commissioner Embrey and seconded by Commissioner Jaloszynski to approve On-Call Stipends for Prosecuting Attorneys at a pay rate of \$550.00 per week and \$200.00 per federal holiday for Fiscal Year 2024. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

5. Commissioner Jaloszynski moved and was seconded by Commissioner Embrey to approve the Reclassification of the Chief Assistant Prosecuting Attorney to a paygrade 18, and for this change to be incorporated and reflected in the Fiscal Year 2024 budget, to be effective October 1, 2023. Motion carried with Yeas: Commissioners Moreno, Swaney, Engler, Jaloszynski and Hope. Nays: Embrey.
6. It was moved by Commissioner Embrey and seconded by Commissioner Jaloszynski to approve the recommended language revisions to Policy 101 - Isabella County Personnel Manual for Non-Represented Employees Section F. Holidays and Section H. Paid Time Off, and take effect immediately upon adoption. County Administrator Nicole Frost was present to explain and answer questions. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.
7. REMOVED
8. It was moved by Commissioner Jaloszynski and seconded by Commissioner Embrey to approve and place on file the Fiscal Year 2023 Third Quarter Financial Report, as presented. County Administrator Nicole F. Frost was present to explain and answer questions. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

Criminal Justice and County Affairs Committee: No Business.

Human Resources and Public Works Committee:

1. It was moved by Commissioner Moreno and seconded by Commissioner Embrey to approve Resolution No. 23-07 establishing Escrow Fees for a Proposed DTE solar Farm Project in the amount of \$115,000.00, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.
2. It was moved by Commissioner Moreno and seconded by Commissioner Embrey to approve the Agreement with Vanguard Fire & Security Systems in the amount of \$2,046.39, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.
3. It was moved by Commissioner Moreno and seconded by Commissioner Embrey to approve the DNR Michigan Natural Resources Trust Fund Acquisition Grant - Meridian Park Acquisition Project #TF-21-0079 Offer to Purchase With Addendum in the total amount of \$100,000.00, authorize the

Board Chairperson to sign the same, and to pre-authorize the Board Chairperson to sign the closing documents for the property purchase. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

4. It was moved by Commissioner Moreno and seconded by Commissioner Embrey to approve Change Order # 1 with JBS Contracting, Inc. in the amount of \$76,939.00 for the Commission on Aging Pavilion Project, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Moreno, Embrey, Swaney, Engler, Jaloszynski and Hope. Nays: None.

INTERGOVERNMENTAL AFFAIRS: N/A.

ADMINISTRATOR/CONTROLLER: N/A.

UNFINISHED BUSINESS: N/A.

NEW BUSINESS: N/A.

GENERAL PUBLIC COMMENTS: N/A.

ANNOUNCEMENTS: N/A.

ADJOURNMENT:

It was moved by Commissioner Moreno and seconded by Commissioner Jaloszynski to adjourn the meeting at 7:32 P.M.