

Crawford County Board of Commissioners

Regular Board Meeting of November 19, 2015

The Regular Meeting of the Crawford County Board of Commissioners was called to order by Chairman, Dave Stephenson at 10:00 a.m. in the Crawford County Building, Grayling, Michigan the 19th day of November, 2015.

Invocation by Commissioner Jamison.

Pledge of Allegiance led by Commissioner Anderson.

Roll Call: Stephenson, Anderson, Jamison, Lewis, McClain, Pinkelman and Priebe.

Absent – None.

Sandra Moore, County Clerk/Register of Deeds - present.

Paul Compo, County Controller - present.

Others present at various times: Doug Pratt and Dan Sanderson.

Approval of the Regular Board Minutes

Motion by Priebe, second by Jamison, to approve the Minutes for the October 22, 2015 Regular Board Meeting as presented. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Approval of the Agenda

Motion by Jamison, second by McClain, to accept the agenda as presented. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Brief Public Comment – None.

Open Invoice Report and Prepaid Vouchers

Motion by Lewis, second by Priebe, to authorize payment to the following claims:

| | | | |
|------------------------------------|---------------------|------------------------------------|--------------------|
| General Fund: | | COPS in Schools Fund | |
| Balance from "Open Invoice Rep" | \$39,646.50 | Gross Payroll | \$9,874.86 |
| Prepaid Invoices | \$206,507.70 | Total COPS Fund | \$9,874.86 |
| Gross Payroll | <u>\$328,690.57</u> | | |
| Total General Fund | \$574,844.77 | Building & Zoning Fund | |
| | | Balance from "Open Invoice Report" | \$21,835.23 |
| Millage/Road Patrol Fund | | Prepaid Invoices | \$476.87 |
| Balance from "Open Invoice Report" | \$9,202.92 | Gross Payroll | <u>\$6,160.10</u> |
| Prepaid Invoices | \$6,822.23 | Total Building & Zoning Fund | \$28,472.20 |
| Gross Payroll | <u>\$42,616.67</u> | | |
| Total Road Patrol fund | \$58,641.82 | MSU Cooperative Extension Fund | |
| | | Gross Payroll | <u>\$493.40</u> |
| Sobriety Court | | Total MSU fund | \$493.40 |
| Balance from "Open Invoice Report" | \$0.00 | | |
| Prepaid Invoices | \$22,842.27 | Central Dispatch Fund | |
| Gross Payroll | <u>\$10,133.94</u> | Balance from "Open Invoice Report" | \$3,977.00 |
| Total Sobriety Court Fund | \$32,976.21 | Prepaid Invoices | \$680.93 |
| | | Gross Payroll | <u>\$39,470.06</u> |
| Tri-County 46th Trial Court | | Total Central Dispatch Fund | \$44,127.99 |
| Prepaid Invoices | <u>\$29,950.08</u> | | |
| Total Tri-County Court | \$29,950.08 | Courthouse Preservation Fund | |
| | | Balance from "Open Invoice Report" | \$50.63 |
| Friend of the Court | | Prepaid Invoices | <u>\$3,290.00</u> |
| Balance from "Open Invoice Report" | \$476.12 | Total Courthouse Preservation Fund | \$3,340.63 |
| Prepaid Invoices | \$2,507.53 | | |
| Gross Payroll | <u>\$23,549.12</u> | Law Library Fund | |
| Total Friend of the Court | \$26,532.77 | Balance from "Open Invoice Report" | \$521.00 |
| | | Prepaid Invoices | <u>\$370.50</u> |
| Social Services Fund | | Total Law Library Fund | \$891.50 |
| Balance from "Open Invoice Report" | \$879.41 | | |
| Prepaid Invoices | <u>\$70.00</u> | Family/Probate Court | |
| Total Social Services Fund | \$949.41 | Balance from "Open Invoice Report" | \$141.85 |
| | | Prepaid Invoices | \$10,888.07 |
| Airport Fund | | Gross Payroll | <u>\$14,575.49</u> |
| Balance from "Open Invoice Report" | | Total Family/Probate Court | \$25,605.41 |
| Prepaid Invoices | \$725.63 | | |
| Gross Payroll | \$63.44 | Sports Complex Fund | |

| | | | |
|------------------------------------|------------|------------------------------------|-------------|
| Total Airport Fund | \$789.07 | Balance from "Open Invoice Report" | \$772.62 |
| | | Prepaid Invoices | \$0.00 |
| DHD#10 Fund | | Total Sports Complex fund | \$772.62 |
| Balance from "Open Invoice Report" | \$0.00 | Sheriff's Youth Service Fund | |
| Prepaid Invoices | \$419.71 | Balance from "Open Invoice Report" | \$1,111.75 |
| Total DHD#10 Fund | \$419.71 | Prepaid Invoices | \$270.00 |
| Recycling Fund | | Total Sheriff's YS Fund | \$1,381.75 |
| Balance from "Open Invoice Report" | \$0.00 | 2014 Homeland Security Grant Fund | |
| Prepaid Invoices | \$280.59 | Prepaid Invoices | \$70,329.04 |
| Gross Payroll | \$491.87 | Total 2013 HSGP Fund | \$70,329.04 |
| Total Recycling Fund | \$772.46 | | |
| Landfill/Maintenance Fund | | Veterans Service Fund | |
| Balance from "Open Invoice Report" | \$2,276.89 | Balance from "Open Invoice Report" | \$379.50 |
| Prepaid Invoices | \$1,645.71 | Prepaid Invoices | \$1,440.16 |
| Gross Payroll | \$4,581.53 | Gross Payroll | \$1,886.58 |
| Total Landfill/Maintenance fund | \$8,504.13 | Total Veterans Service Fund | \$3,706.24 |
| Bankhead Jones Fund | | Correction Officers Training Fund | |
| Balance from "Open Invoice Report" | \$0.00 | Balance from "Open Invoice Report" | \$525.00 |
| Prepaid Invoices | \$1,237.88 | Prepaid Invoices | \$419.71 |
| Total Bankhead Jones Fund | \$1,237.88 | Total CO training Fund | \$944.71 |

Roll Call: Anderson – aye, Jamison – aye, Lewis – aye, McClain – aye, Pinkelman – aye, Priebe – aye and Stephenson - aye, Motion Carried.

Approval Correspondence

Motion by Lewis, second by McClain, to accept the correspondence as submitted. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Correspondence

- MAC - Legislative updates for October 23, 30 and November 6 & 13, 2015. Commissioner Pinkelman requested calls be made to state officials to urge creation of a sustainable road plan. The Commissioner announced MAC has a new Government Affairs team member Elizabeth Gorz and her number is 248-330-2288. The Commissioner also announced that MAC Executive Director Tim McQuire is now the National Association of Counties (NACo) Director. Commissioner Anderson remarked on the Transparency Act and discussion ensued regarding the campaign for Dark Stores reform.
- NEMCSA – Application for HOME Funds to Implement a Homebuyer Purchase Program with attached Resolutions.

Motion by Priebe, second by Pinkelman, to support NEMCSA HOME Fund was withdrawn.

Motion by Priebe, second by Anderson, to submit a letter of support for the Northeast Michigan Community Service Agency, Inc., (NEMCSA) application for HOME funds to implement a regional homebuyer purchase rehabilitation program. Ayes (1) one, nays (6) six, absent (0) none, Motion Failed.

Motion by Lewis, second by Pinkelman, to request the Northeast Michigan Community Service Agency, Inc (NEMCSA) identify their intent in the Resolution in Support and the impact it will have on our county. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.
- Crawford County Road Commission – Notice of Public Hearing for 11-5-15 to Approve the proposed projects eligible for Federal and State aid Funding.

Department Reports

County Controller Compo advised the recycling committee met and they will be retiring some trailers over the next month or so. The Little League has a plan dependent on financing to vacate North Down River Road by next season. Grayling Township Supervisor reported budgetary challenges with the Recycling Center which could result in an increase in price next year, which may force an increase in assessment.

The CCEDP met yesterday and are working on a plan for 4-mile road and the MOU land, and to increase membership. The Housing Commission was awarded a new project yesterday along with an emergency project. Three more projects will be coming, and Auditors could not reconcile the receivables in the software. Much of this is because the loan information in the software does not match the information in the files. The Director reported that they will need to balance some 200 files with the software to reconcile the data. The Controller advised them to take the audit finding this year and work on the reconciliation for next year's audit

Unfinished Business – None.

Commissioners Reports

Commissioner Jamison – The Commissioner reported she will attend the December 1st City meeting to learn MDOT changes in next summer road & bridge enhancements. The Commissioner remarked that 100 pounds of pills was collected within 2 months in the County drop box which is great that folks are finally cleaning out their medicine cabinets.

Commissioner Priebe – The Commissioner requested she is anxious to receive the response to the NEMSCA letter.

Commissioner Pinkelman - The Commissioner advised she has no Law Enforcement Committee recommendations to report. The Commissioner reported on MACC updates. The Commissioner circulated a brochure from Drug Enforcement Administration of the actual size of drugs. The website is www.DEAdiversion.usdoj.gov

Resolution Supporting Governor Snyder's Decision to Suspend the Settlement of Syrian Refugees in Michigan

Motion by Pinkelman, second by Priebe, to adopt a Resolution supporting Governor Snyder's Decision to Suspend the Settlement of Syrian Refugees in Michigan #11192015-SR. Roll Call: Jamison – aye, Lewis – aye, McClain – aye, Pinkelman – aye, Priebe – aye, Stephenson – aye, Anderson – aye, Motion Carried.

Commissioner McClain – The Commissioner advised the Commission on Aging Meeting was canceled and their Thanksgiving dinner is tonight.

Commissioner Stephenson – The Commissioner advised Mental Health continues to struggle to combine 5 Mental Health into 1 entity. The Commissioner announced Camp Grayling has a new Camp Commander starting soon.

Commissioner Anderson – The Commissioner advised there are no Personnel & Labor Committee recommendations to report. The Commissioner advised the program through Connect Michigan is moving forward.

Commissioner Lewis – The Commissioner reported his Ways & Means Committee recommendations. The Commissioner reported the EDC is meeting the 3rd Wednesday each month with no December meeting.

Veterans Services Funding Policy Statement

Motion by Lewis, second by Anderson, to approve the Veterans Services Funding Policy Statement #VET 112015. Ayes (7) seven, nays (0) none, absent (1) one, Motion Carried.

FY-2015 General Fund Budget Amendments

Motion by Lewis, second by Anderson, to recommend approval of the following FY 2015 General Fund Budget Amendments:

| GL # | DESCRIPTION | REVENUE | EXPENSE |
|------|-------------|---------|---------|
|------|-------------|---------|---------|

| | BEGINNING BALANCE | \$5,433,528.00 | \$5,433,528.00 |
|-----------------|--------------------------------------|----------------|----------------|
| 101-136-602.000 | COURT COSTS | 15,000.00 | |
| 101-191-678.000 | REIMBURSEMENTS, OTHER | 4,000.00 | |
| 101-253-699.100 | TRANSFERS IN--FROM OTHER FUNDS | 8,000.00 | |
| 101-255-424.300 | FEDERAL PILT | 7,500.00 | |
| 101-333-602.000 | COURT COSTS – BAILIFF | 2,000.00 | |
| 101-130-703.020 | JUDICIAL SECRETARY | | 10,000.00 |
| 101-229-818.000 | CONTRACT SERVICES | | (2,000.00) |
| 101-230-729.000 | POSTAGE | | 500.00 |
| 101-233-729.000 | POSTAGE | | (2,500.00) |
| 101-265-931.000 | BUILDING MAINTENANCE | | 2,000.00 |
| 101-301-703.080 | SALARY—COMMAND | | (5,000.00) |
| 101-351-724.000 | RETIREMENT | | (5,000.00) |
| 101-965-999.020 | TRANSFER OUT TECHNOLOGY FUND | | 1,000.00 |
| 101-999-402.000 | FUND BALANCE TRANSFER | (32,000.00) | |
| 101-351-636.000 | INMATE REIMBURSEMENT--PRISONER BOARD | 5,000.00 | |
| 101-130-716.000 | HOSPITALIZATION | | (5,400.00) |
| 101-965-999.030 | TRANSFER TO CHILD CARE | | 8,200.00 |
| 101-999-402.000 | FUND BALANCE TRANSFER | (9,200.00) | |
| 101-999-699.100 | TRANSFERS IN FROM OTHER FUNDS | 7,000.00 | |
| 101-191-678.000 | REIMBURSEMENTS, OTHER | 7,000.00 | |
| 101-130-808.000 | JURY FEES | | (5,000.00) |
| 101-215-703.040 | WAGES - HOURLY –STAFF | | (2,000.00) |
| 101-225-715.000 | FICA | | (1,000.00) |
| 101-229-703.020 | CONFIDENTIAL SECRETARY | | (1,000.00) |
| 101-231-716.000 | HOSPITALIZATION | | (1,000.00) |
| 101-331-863.000 | VEHICLE GAS AND OIL | | (1,000.00) |
| 101-301-716.900 | RETIREE HEALTH INSURANCE | | (2,000.00) |
| 101-351-805.500 | IN HOUSE BOARD OF PRESONERS MEALS | | 5,000.00 |
| 101-355-863.000 | VEHICLE GAS AND OIL | | (1,000.00) |
| 101-430-965.000 | SOFTWARE PURCHASE | | 3,000.00 |
| 101-430-867.000 | VEHICLE MAINTENANCE | | 500.00 |
| 101-850-716.999 | STATE CLAIMS TAX EXPENSE | | (2,000.00) |
| 101-965-999.005 | TRANSFERS OUT, OTHER | | 20,000.00 |
| | ENDING BALANCE | 5,447,828.00 | 5,447,828.00 |

Roll Call: Lewis – aye, McClain – aye, Pinkelman – aye, Priebe – aye, Stephenson – aye, Anderson – aye, Jamison – aye, Motion Carried.

FY-2015 Special Revenue Fund Budget Amendments

Motion by Pinkelman, second by Anderson, to approve the following FY 2015 Special Fund Budget Amendments:

| GL # | SPORTS COMPLEX FUND | REVENUE | EXPENSES |
|-----------------|--------------------------|--------------|--------------|
| | BALANCED | \$18,000.00 | \$18,000.00 |
| 218-000-678.000 | REIMBURSEMENTS, OTHER | 3,000.00 | |
| 218-999-402.000 | FUND BALANCE TRANSFER | (3,000.00) | 3,000.00 |
| | NEW BUDGET LEVELS | \$18,000.00 | \$21,000.00 |
| GL # | LANFILL/MAINTENANCE FUND | REVENUE | EXPENSES |
| | BALANCE | \$128,000.00 | \$128,000.00 |
| 228-529-678.300 | REIMBURSEMENTS – GRANT | 13,000.00 | |
| 228-999-402.000 | FUND BALANCE TRANSFER | (10,000.00) | |
| 228-529-818.000 | CONTRACT SERVICES | | 3,000.00 |
| | NEW BUDGET LEVELS | \$131,000.00 | \$131,000.00 |

| GL # | BUILDING DEPARTMENT FUND | REVENUE | EXPENSES |
|-----------------|----------------------------------|--------------|--------------|
| | BALANCE | \$124,100.00 | \$124,100.00 |
| 249-248-477.000 | LICENSES AND PERMITS | 12,000.00 | |
| 249-999-402.000 | FUND BALANCE TRANSFER | (6,000.00) | |
| 249-248-818.200 | CONTRACT SERVICE - PLUMBING INSP | | 4,000.00 |
| 249-249-821.000 | CONSULTANT FEES | | 2,000.00 |
| | NEW BUDGET LEVELS | \$130,100.00 | \$130,100.00 |

| GL # | DEEDS AUTOMATION FUND | REVENUE | EXPENSES |
|-----------------|-------------------------------|-------------|-------------|
| | BALANCE | \$20,000.00 | \$20,000.00 |
| 256-228-699.100 | TRANSFERS IN FROM OTHER FUNDS | 1,000.00 | |
| 256-999-402.000 | FUND BALANCE TRANSFER | 500.00 | |
| 256-228-800.000 | OTHER SERVICES & CHARGES | | 1,500.00 |
| | NEW BUDGET LEVELS | \$21,500.00 | \$21,500.00 |

| GL # | CENTRAL DISPATCH FUND | REVENUE | EXPENSES |
|-----------------|-----------------------|--------------|--------------|
| | BALANCE | \$482,000.00 | \$482,000.00 |
| 261-325-699.100 | TRANSFERS IN | 13,000.00 | |
| 261-999-999.000 | EQUITY DISTRIBUTION | | 13,000.00 |
| | NEW BUDGET LEVELS | \$495,000.00 | \$495,000.00 |

| GL # | CORRECTION OFFICER TRAINING FUND | REVENUE | EXPENSES |
|-----------------|----------------------------------|------------|------------|
| | BALANCE | \$6,000.00 | \$6,000.00 |
| 264-999-402.000 | FUND BALANCE TRANSFER | 2,000.00 | |
| 264-264-962.790 | TRAINING | | 2,000.00 |
| | NEW BUDGET LEVELS | \$8,000.00 | \$8,000.00 |

| GL # | 2014 HOMELAND SECURITY GRANT | REVENUE | EXPENSES |
|-----------------|------------------------------|-------------|-------------|
| | BALANCE | \$0.00 | \$0.00 |
| 272-272-809.000 | ADMINISTRATIVE EXPENSES | | 10,000.00 |
| 272-272-902.010 | ADVERTISING | | 15,000.00 |
| 272-272-962.000 | TRAINING | | 25,000.00 |
| 272-272-543.000 | FEDERAL GRANT REIMBURSEMENTS | 50,000.00 | |
| | NEW BUDGET LEVELS | \$50,000.00 | \$50,000.00 |

| GL # | REVENUE SHARING RESERVE FUND | REVENUE | EXPENSES |
|-----------------|------------------------------|--------------|--------------|
| | BALANCE | \$325,000.00 | \$325,000.00 |
| 285-285-574.000 | STATE REVENUE SHARING | (25,000.00) | |
| 285-999-402.000 | FUND BALANCE DEBIT | 25,000.00 | |
| | NEW BUDGET LEVELS | \$325,000.00 | \$325,000.00 |

| GL # | COMMISSION ON AGING | REVENUE | EXPENSES |
|-----------------|-----------------------|--------------|--------------|
| | BALANCE | \$713,026.00 | \$713,026.00 |
| 297-999-402.000 | FUND BALANCE TRANSFER | 5,000.00 | |

Roll Call: McClain – aye, Pinkelman – aye, Priebe – aye, Stephenson – aye, Anderson – aye, Jamison – aye, Lewis – aye, Motion Carried.

Annual Christmas Employee Luncheon

Motion by Lewis, second by McClain, to authorize the board to schedule the annual Christmas employee luncheon and building closure on Thursday, December 17, 2015 from 11:30 a.m. – 1:30 p.m. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Executive Session Minutes

Motion by Lewis, second by Jamison, to approve the Ways & Means Meeting Executive Session Minutes of November 12, 2015 as read. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Unfinished Business

Motion by Anderson, second by Priebe, to move New Business after the Executive Session as we have a legal opinion to review regarding the Equalization Director Employment status. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Citizens to Speak – None.

Announcements

Commissioner Anderson invited members to the MSU Extension Office and Veteran’s Services Office Open House on Thursday, December 10th from 11 a.m. to 1:00 p.m.

Executive Session

Motion by McClain, second by Anderson, to enter into an executive session regarding pending litigation and review of a Legal Opinion at 11:00 a.m. Roll Call: Pinkelman – aye, Priebe – aye, Stephenson - aye, Anderson – aye, Jamison – aye, Lewis – aye, McClain – aye, Motion Carried.

Executive Session began at 11:00 a.m. and resumed at 11:35 a.m.

Executive Session Minutes

Motion by Lewis, second by Priebe, to accept the Executive Session minutes of November 19, 2015 as read. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

New Business

Equalization Director Kevin Hunter/Employment Status

Motion by Jamison, second by Anderson, to terminate Kevin Hunter as Crawford County Equalization Director effective immediately. Roll Call: Priebe – aye, Stephenson – aye, Anderson – aye, Jamison – aye, Lewis – aye, McClain – aye, Pinkelman - aye, Motion Carried.

Adjournment

Motion by Priebe, second by McClain, to adjourn the meeting at 11:39 a.m. Ayes (7) seven, nays (0) none, absent (0) none, Motion Carried.

Dave Stephenson, Chairman
Board of Commissioners

Sandra Moore
County Clerk/Register of Deeds