

**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS**

Regular Board Meeting
April 13, 2015

The Chippewa County Board of Commissioners met in regular session on Monday, April 13, 2015 at 5:30 p.m. in the 91st District Courtroom in Chippewa County.

Chairman Shackleton called the meeting to order at 5:30 p.m. The Pledge of Allegiance to the Flag of the United States of America was recited.

Present: Commissioners Conor Egan, Raymond oRudyö Johnson, Jim Martin, Don McLean and Chairman Scott Shackleton

Absent: None

Also Present: Scott Brand, Undersheriff Mike Bitnar, James Traynor, Rikki and Julie Timmer, Deputy Administrator Kelly Church, Administrator Jim German and Cathy Maleport, Clerk.

ADDITIONS/DELETIONS TO AGENDA

The Board was in agreement to accept the agenda as presented.

APPROVAL OF COUNTY BOARD MINUTES

It was moved by Commissioner McLean, seconded by Commissioner Johnson, to approve the Regular County Board Meeting minutes of March 9, 2015, as presented. On a voice vote, the motion carried.

CORRESPONDENCE RECEIVED IN THE CLERK'S OFFICE

It was moved by Commissioner McLean, seconded by Commissioner Johnson, to acknowledge the correspondence received in the clerk's office and, if necessary, forward to the appropriate committee. On a voice vote, the motion carried.

PUBLIC COMMENTS

- None

ADMINISTRATOR'S REPORT - For informational purposes only.

NEW BUSINESS

A. Resolution 2015-07 ó Special Recognition of Frank Sasso

It was moved by Commissioner McLean, seconded by Commissioner Egan, to approve Resolution 15-01 as follows:

**RESOLUTION 15-07
SPECIAL RECOGNITION**

FRANK SASSO

LET IT BE KNOWN, that it is with great pride that the Chippewa County Board of Commissioners join together with the residents of Chippewa County, to express their appreciation and gratitude to FRANK SASSO for his thirty plus years of service as a member of the Office of Emergency Services and the 911 Board of Directors as the Township Association Representative.

FRANK SASSO, for his service to his area, his Township and the State of Michigan, throughout his tenure was recognized for his leadership and involvement with emergency services has provided many positive historical aspects of emergency services since its inception in Chippewa County.

FRANK SASSO has provided outstanding service to Chippewa County and its residents over thirty years; of which included the beginning of the Enhanced 911 system and the mechanism for training fire and EMS volunteers, he has spent many countless hours supporting safety and the wellbeing to citizens and visitors to Chippewa County and the surrounding areas.

FRANK SASSO has served the citizens of Chippewa County, in a manner above reproach, with his constructive suggestions, his high performance standards, his kind friendship, his professionalism, and his inspiration to always do the right thing, has placed him in the highest of categories.

IN SPECIAL TRIBUTE, therefore, upon his resignation from the OES Board and the 911 Board of Directors this document is signed and dedicated to honor and thank FRANK SASSO for his countless contributions to Chippewa County, for his untiring efforts in improving the safety and wellbeing of its citizens and visitors. For his professionalism, his services and his contributions to Chippewa County; the Chippewa County Board of Commissioners along with the citizens of Chippewa County offer a gracious thank you for a job well done.

A roll call vote was taken as follows:

Yeas: Commissioners Egan, Johnson, Martin, McLean and Shackleton

Nays: None

THE RESOLUTION WAS DECLARED ADOPTED

STANDING COMMITTEE REPORTS

**BUILDINGS GROUNDS AND JAIL, LEGISLATIVE AND NATURAL
RESOURCES AND INFORMATION TECHNOLOGY COMMITTEE**

Commissioner Johnson ó April 7, 2015

Agenda Items – Legislative and Natural Resources

Whitefish Township Property Sale to DNR

Craig Krepps, DNR Parks and Recreation Division, addressed the Committee regarding the DNR proposed purchase of 80 acres, known as Timberlost Camp, which includes ¼ mile of frontage on the Tahquamenon River, this parcel is one of last private parcels of land inside the Tahquamenon Falls State Park. The acquisition of this property is consistent with the Department's Managed Lands Management Strategy and would consolidate land ownership with the park and provide additional fishing, hunting, and recreational opportunities to the community and region. This purchase will not remove the property from the tax rolls, and taxes will be paid by the DNR. The proposed purchase has been previously approved by the Whitefish Township Board, and the DNR is asking for a letter of support from the Chippewa County Board of Commissioners.

It was moved by Commissioner Johnson, seconded by Commissioner McLean, to recognize and approve a letter of support for the DNR, to purchase the Timberlost Camp property, located in Whitefish Township (T48N, R7W, Section 15). On a voice vote, the motion carried.

It was moved by Commissioner Johnson, seconded by Commissioner McLean, to accept the Building Grounds and Jail, Legislative and Natural Resources and Information Technology Committee Meeting Minutes of April 7, 2015 as presented. On a voice vote, the motion carried.

**PERSONNEL/EQUALIZATION, TRANSPORTATION, HEALTH AND
SOCIAL SERVICES COMMITTEE**

Commissioner Egan, Chairman
April 8, 2015

Personnel Items

Prosecutor

The Committee reviewed a temporary replacement request for the Prosecutor's Office, for a legal secretary position during a short term disability leave (maternity). It is a grade Level 7 position and County Policy No. 215 will be followed.

It was moved by Commissioner Egan, seconded by Commissioner Martin, to approve the Prosecutor's request for temporary replacement of staff during short term disability for a grade 7 Legal Secretary position and to follow County Policy 215. On a voice vote, the motion carried.

Sheriff's Department

The Committee reviewed personnel changes as follows:

- Richard McBryde, retirement effective 4/30/2015
- Jereme Daniels, resignation effective 3/20/2015
- Shentele Apps, full-time effective 3/29/2015 (replacing Daniels)
- Jeff Perry, full-time effective 5/1/2015 (replacing McBryde)
- Jake Robinson, part-time up to 79 hours effective 3/29/2015 (replacing Apps)
- Sarah Pitawanakwat, part-time up to 79 hours effective 5/1/2015 (replacing Perry)

Officers Robinson and Pitawanakwat will be offered single coverage health insurance upon passing their 90 day anniversary, they will be responsible for 20% co-pay of premiums.

It was moved by Commissioner Egan, seconded by Commissioner Johnson, to accept Richard McBryde's retirement; Jereme Daniels, resignation; Shentele Apps and Jeff Perry going to full-time status and Jake Robinson and Sarah Pitawanakwat to part-time status working up to 79 hours. (On the dates reflected above.) On a voice vote, the motion carried.

Central Dispatch

The Committee was updated on Central Dispatch personnel, which includes the resignation of Anna Allen, full-time replacement Brandon Hoorstman and the need to approve one part-time Dispatcher to the up to 79 hours position. The 79 hour position will be offered single health coverage upon completion of 90 days. With these changes Central Dispatch will still be holding an open full-time position.

It was moved by Commissioner Egan, seconded by Commissioner Martin, to accept the resignation of Anna Allen and to move Brandon Hoorstman to a full-time effective 3/30/2015. On a voice vote, the motion carried.

Equalization Items

2015 County Equalized Values

Equalization Director Kennedy and Appraiser Kathy Loup reviewed the process of arriving at equalized values, including land value, economic condition factor, 34 appraisal, and 15 sales studies, the assessor and boards of review function in the process, and ultimately the role of county and state in establishing equalized value.

Kennedy went on to present the 2015 County Equalized Values. The total 2015 Equalized Value for the county is \$1,331,027,604).

She explained that the values presented on the report are the basis for completing the State required forms which must be completed and sent to the State before the end of April. The equalization process and the valuations presented were discussed in detail.

It was moved by Commissioner Egan, seconded by Commissioner Johnson, that the equalized values as presented by Equalization Director Kennedy be adopted as reported and that all state

required forms regarding same be completed and filed as required by statute. On a voice vote, the motion was carried.

Tentative 2015 Tentative Taxable Values; Truth in Taxation Public Hearing; Summer Tax Roll Processing and Required Studies:

As an informational item, Equalization Director Kennedy also presented the *TENTATIVE 2015 TENTATIVE TAXABLE VALUES* and explained the capped value formula as it relates to taxable values. It was explained that the county's projected tentative taxable value is \$1,094,640,978 which is a projected increase of \$8,029,410. The final taxable values for the county will be calculated in May, after preliminary State equalization occurs and after school operating exemption information has been provided by the local assessors. Once those taxable values are finalized, all of the Headlee calculations will be made by the director, and the county's operating millage, after a truth in taxation public hearing is held, will be determined by the County Board. The 2015 tentative DNR/PILT taxable values (page 13) show an increase of \$268,890 over the 2014 values. It is noted that the DNR/PILT properties pay taxes at same rate as other qualified agricultural properties.

Director Kennedy reviewed the process of establishing the County's operating millage rates, the time table involved, and the necessity of holding a Truth in Taxation Public Hearing at the June 8th meeting of the County Board of Commissioners.

Director Kennedy reviewed the schedule for calculating final taxable values, Headlee fractions, millage rates, and processing Tax Rolls, the steps necessary to accomplish the tasks ahead.

It was moved by Commissioner Egan, seconded by Commissioner McLean, that the information presented be accepted into the minutes and that the Truth in Taxation Public Hearing be scheduled for the June 8, 2015 meeting of the County Board, and that Director Kennedy, as soon as the necessary data is certified and compiled, submit the pertinent information to the Administrator's Office and the Board so that the hearing may proceed within the deadlines established by law. A discussion followed.

Commissioner Martin requested that Ms. Kennedy provide an update on the Big Box stores and how that process is going through the Judicial Branch at the June 8, 2015 meeting.

Commissioner McLean, provided information he learned at a MACC meeting that he had recently attended relative to money for counties and the battles between the state and the counties as far as funding. The conclusion drawn was that eventually they're going to have to do something about the Headlee override proposal that passed a number of years ago, noting that there are some provisions in it, that do not do what they're supposed to.

On a voice vote, the motion carried.

Other items of concern

Equalization Director Kennedy explained that beginning with 2011, the continuing education requirements for certified personnel has increased to 30 hours in a three year period in addition to specific annual mandatory class requirements. And, while she did not have a schedule of those trainings yet, when the trainings are known staff will be scheduled for those trainings as well as others throughout the year as she determines is necessary and relevant to departmental functions.

It was moved by Commissioner Egan, seconded by Commissioner Martin, that should the need arise, and in the discretion of the Equalization Director, in order to accommodate attendance at continuing education classes, with advance notification of administration, the office may be closed during those periods. On a voice vote, the motion was carried.

It was moved by Commissioner Egan, seconded by Commissioner Johnson, to accept the Personnel/Equalization and Apportionment/Transportation/Health and Social Services Committee Meeting Minutes of April 8, 2015.

Commissioner McLean noted that on the second page, at the top, a paragraph was missed.

Chairman Shackleton declared the original motion to accept the minutes to be dead and called upon Commissioner Egan to read the portion he inadvertently missed under Central Dispatch.

It was moved by Commissioner Egan, seconded by Commissioner McLean, to approve the request to move Christopher Huntley to part-time position over the 29 hour limit, and to be offered single health coverage upon 90 day completion, with 20% co-pay by the employee. On a voice vote, the motion carried.

It was moved by Commissioner Egan, seconded by Commissioner McLean, to accept the Personnel/Equalization and Apportionment/Transportation/Health and Social Services Committee Meeting Minutes of April 8, 2015, as presented. On a voice vote, the motion carried.

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

Commissioner Martin, Chairman

April 9, 2015

Correspondence and Informational Items

The Committee received the monthly travel report, the March Visa billing statement new MERS Statement and the tabulation of the Commissioners Goals for review. Discussion on the Goals and an additional goal of security, including staffed metal detectors was discussed at length.

It was moved by Commissioner Martin, seconded by Commissioner Johnson, to accept the tabulated results of the goals listing add building security and refer to the listing for future considerations. On a voice vote, the motion carried.

AGENDA ITEMS

2015 Chippewa County Survey and Remonumentation

The Committee reviewed the 2015 Survey and Remonumentation Grant in the amount of \$133,798, of which the County has budgeted \$15,000; the documentation also includes \$19,478 for the Program Administrator; \$37,800 for Rogers Land Surveying to complete 27 corners; \$85,400 for Northwoods ó A Sidock Company to complete 61 corners, and agreement for Peer Review Surveyorø, to received \$800 per year, as follows: Jeff Davis, Neil Hill, Erik Lewicki, Larry Rogers, Keith Waters and Lawrence Weinreis ó all the documents need to be approved and authorized for signature by the Committee. Mr. Karr reviewed the state requirements, and discussed original surveys that date back to the 1840ø and addressed the

change that now includes latitude and longitude, and how the previous corners will be updated, as well as, the information that can be shared with Regional Planning for GIS/parcel mapping.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to approve and authorize signatures on the 2015 Survey and Remonumentation Grant for \$133,798; the Program Administrator contract in the amount \$19,478 for Northwoods óA Sidock Company; two Monumentation contracts one for \$37,800 for 27 corners to Rogers Land Surveying and another for \$85,400 for 61 corners to Northwoods ó A Sidock Company; the Peer Review Surveyor agreements at \$800 per year for the following Surveyors for Jeff David, Neil Hill, Erik Lewicki, Larry Rogers, Keith Waters and Lawrence Weinreis; and to provide GIS/parcel mapping information to Regional Planning. On a voice vote, the motion carried.

Photocopy Machine for Probate-Circuit Office and Friend of the Court – Bid Summary

The Committee received and reviewed the bid summary for the purchase and trade-in of two photocopiers to be placed in the Family-Circuit Court (basement office) and the Friend of the Court, the purchases follow with the County's replacement plan. The bids from Sault Printing did not meet bid specifications. The Committee discussed the different options from National Office Products and based on the copy volume and the County's replacement schedule, chose to go with the Konica Minolta Bizhub 364E Copier/Printer/Scanner/Fax.

It was moved by Commissioner Martin, seconded by Commissioner Johnson, to approve the bid from National Office Products, to purchase two Konica Minolta Bizhub 364E Copier/Printer/Scanner/Fax, for the purchase price and one year of maintenance at \$8,456.00, with the maintenance to be budgeted by the Departments after the first year. On a voice vote, the motion carried.

Sheriff Department (2) Patrol Units – Bid Summary

The Committee received and reviewed the bid summary for the purchase of two patrol vehicles. Three bids were received and all met bid specifications. Discussion regarding front-wheel vs rear-wheel drive and the concerns of both safety of the officers and from the monetary position of being able to swap all equipment from car to car. Size of the interior of the mid-size vehicle was also noted. A discussion followed.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to re-bid the patrol vehicles state-wide and to specify Dodge Charger, full-size, rear-wheel drive, due to the training aspect and monetary value of being able to swap equipment between vehicles.

Commissioner McLean suggested, that in the future, to ask for all bids to be completely outfitted; provide that information to the Sheriff's Department, and ask them how much money can be saved by swapping out equipment. Also discussed, was the possibility of making trade in values part of the bid process.

On a voice vote, the motion carried.

Approval to place 2007 Dodge van out for bids

The Committee was asked to authorize the release for bids to be received on the 2007 Dodge Mini-Van with 113,062 miles, sale will be as is.

It was moved by Commissioner Egan, seconded by Commissioner Johnson, to release the 2007 Dodge Mini-Van with 113,062 miles out on bids as is. On a voice vote, the motion carried.

Request to Donate 2009 Dodge Charger to LSSU

The Committee reviewed a request from the Sheriff's Department to instead of sending an old vehicle out for bid, which in the past has resulted in no bids and having to send the vehicles to the scrap yard and receiving only \$260, the Sheriff's Office is requesting that a 2009 Dodge Charger (Unit 1726 ó last four of VIN#7703) with approximately 165,000 miles be donated to Lake Superior State University, for utilization in law enforcement training offered at LSSU.

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve the transfer at no cost of a 2009 Dodge Charger (last four of VIN#7703) with approximately 165,000 miles to Lake Superior State University to be used for law enforcement training. A discussion followed.

On a voice vote, the motion carried with Commissioner Martin voting Nay.

Request to sell or donate vehicle to Kinross Police Department

The Committee reviewed a similar request from the Sheriff's Department to provide a vehicle to Kinross Police Department via a donation or sale, the Sheriff's Office has a 2007 Dodge Charger (Unit 1730 ó last four of VIN#0088) will be rotated out of operation.

It was moved by Commissioner Martin, supported by Commissioner McLean, to approve the transfer at no cost of a 2007 Dodge Charger (last four of VIN#0088) to Kinross Police Department to be used by law enforcement.

On a voice vote, the motion carried with Commissioner Martin voting Nay.

Approve release of RFP for Cost Allocation Plan

The Committee reviewed the Cost Allocation Plan request for proposal to be released for a three-year agreement to prepare the cost allocation plan for FY15, FY16 & FY17.

It was moved by Commissioner Martin, supported by Commissioner Egan, to approve the release the request for proposal for a three-year agreement to prepare the cost allocation plan for FY's 15, 16 & 17. On a voice vote, the motion carried.

Approve CCHD Labor Contract with Teamsters Local 406

The Committee previously received and reviewed the Collective Bargaining Agreement between Chippewa County and International Brotherhood of Teamsters Local 406 County

Health Department Unit. Administrator German gave a brief summary and indicated the Board of Health has already approved the contract.

It was moved by Commissioner Martin seconded by Commissioner Egan, to approve and authorize signature of the Collective Bargaining Agreement between Chippewa County and International Brotherhood of Teamsters Local 406 County Health Department Unit as presented and effective April 13, 2015 and expiring March 31, 2018. On a voice vote, the motion carried.

Policy 121 – Adding Road Commissioners to retirement and health coverage elimination effective January 15, 2017 – from Committee 4-7-2015

The Building Grounds and Jail/Legislative and Natural Resources and Information Technology Committee met on April 7, 2015 and passed a motion to update County Policy 121 ó to also include the elimination of any additional retirement accrual and health coverage effective January 15, 2017 for the Chippewa County Road Commission Board, which is the same date that the Chippewa County Board of Commissioners will be eliminated from both benefits. Discussion followed.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to forward the changes to Policy 121 ó and to include eliminated retirement accrual and health coverage for County Road Commission Board members effective January 15, 2017 to the Full Board, and to seek legal counsel opinion on the matter. A discussion followed which included Administrator German noting that legal counsel had advised him that the Commission was within their rights to eliminate this benefit.

On a voice vote, the motion carried.

FINANCE

Claims and Accounts

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to recommend the approval of March bills and payroll as follows: the general claims totaling \$278,508.13, other fund claims \$334,620.91, payroll \$456,794.68, Health Department claims \$456,898.07, total claims \$1,526,822.79 and vouchers H-1 through H-321. On a voice vote, the motion carried.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to accept the Finance Claims and Accounts Committee meeting minutes of April 9, 2015 as presented. On a voice vote, the motion carried.

COMMISSIONER REPORT ON MEETINGS AS BOARD REPRESENTATIVE AND GENERAL COMMENTS

- Commissioner Johnson presented a plaque together with a hat to Rikki Timmer

for her long time service in the annual Hiawatha National Forest Clean-Up effort. He stated that since she was very young, she would carry out load after load, and how very dedicated she is. He thanked her for a job well done noting that she continues to go an extra mile; continually caring about the forest.

- Administrator German noted that Ms. Timmer was also, at one time, an intern for the Chippewa County Administrator's office and that they're very proud of how she has succeeded and that they still miss her there today.
- Chairman Shackleton added, "Those Timmer Ladies are all fine golfers."
- Commissioner McLean noted that he recently attended a Veterans Affairs meeting and has come back with additional information, indicating he will share that at the appropriate time.

ADJOURNMENT

It was moved by Commissioner Martin, seconded by Commissioner Johnson, to adjourn. On a voice vote, the motion carried and the Board adjourned at 6:27 p.m.

Respectfully submitted,

Catherine C. Maleport, Clerk

Scott Shackleton, Chairman