

**MECOSTA COUNTY BOARD OF COMMISSIONERS**

April 1, 2021

**UNAPPROVED**

Chair Marilyn Bradstrom called the morning session of the Mecosta County Board of Commissioners to order at 10:00 A.M. in Conference Room F of the County Services Building with access to the public via Zoom. All those present stood and recited the Pledge of Allegiance to the United States Flag.

Commissioners present on roll call: Marilyn Bradstrom, Jerrilyn Strong, Linda Howard, Ray Steinke, Tom O'Neil, Wendy Nystrom and William Routley.

Others present: Paul Bullock, County Administrator and Amber Johnson, Deputy Mecosta County Clerk via Zoom.

**REVIEW & APPROVAL OF AGENDA:**

R. Steinke moved to approve the Agenda as presented. J. Strong seconded; motion carried.

**APPROVAL OF MINUTES:**

W. Routley moved to approve the March 18, 2021 Board Minutes as presented. L. Howard seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**6.1 EMPLOYMENT AGREEMENT/ADMINISTRATOR**

The Administrator requests the Board approve and sign a 3-year extension of the Administrator's Employment Agreement.

W. Nystrom moved to approve the Employment Agreement. J. Strong seconded; motion carried.

**6.2 REQUEST FOR PERMISSION TO SUBMIT GRANT REQUEST**

The Administrator requests permission to submit a grant request, for up to \$20,000, for Dragon Trail construction to the Mecosta County Community Foundation.

W. Routley move to approve submission of the grant request. W. Nystrom seconded; motion carried.

### **6.3 REQUEST TO FILL VACANCY-SOBRIETY/TREATMENT COURT**

The Administrator requests, on behalf of the Court, approval to fill a pending vacancy in the part-time Field Service Worker position.

J. Strong moved to approve the Court's request to fill the vacancy. R. Steinke seconded; motion carried.

### **SCHEDULED APPEARANCE:**

Shari Spoelman-MSU Extension District Director – appeared before the Board to present the 2020 Annual Report. Shari gave highlights of activities that were offered throughout the year.

### **FINANCIAL MATTERS:**

#### **Listed Bills:**

R. Steinke moved to pay the pre-approved vouchers in the amount of \$538,502.14 and approve and pay non-approved vouchers in the amount of \$53,362.16. J. Strong seconded; roll call vote: 7 yeas, 0 nays; motion carried.

### **COMMITTEE REPORTS:**

W. Routley reported attending Personnel Meeting, Executive Comm. Meeting, Finance Committee and today's Commission Meeting.

#### **Personnel Committee:**

Request for Job Title Changes/Probate & Family Court. Judge Thompson requested retitling/reclassification of the Juvenile Register (Level 4) to Juvenile Register/Deputy Probate Register (Level 4) and the Deputy Probate Register (Level 3) to Probate and Family Court Clerk (Level 3). W. Routley moved that the request be approved, and job descriptions adopted. J. Strong seconded; motion carried.

MSU Extension Proposal/Clerical Position. MSU Extension requested to convert the vacant clerical position from a county-employed position within the office to a .6 or .5 FT MSU employee; TPOAM concurred with the request. W. Routley moved that the request for a .6 MSU clerical person be approved and the MSU Annual Assessment be amended to reflect this change. J. Strong seconded; motion carried.

L. Howard reported attending Mid-Michigan Community Action Meeting, Central Michigan Community Mental Health Meeting, Finance Meeting and today's Commission Meeting.

T. O'Neil reported attending District 10 Health Meeting and today's Commission Meeting.

W. Nystrom reported attending DHHS Meeting, District 10 Health Meeting, AAUW Meeting and today's Commission Meeting.

J. Strong reported attending Finance Committee, Martiny Township Meeting, Sheridan Township Meeting, 2 Fork Township Meetings, Personnel Committee and today's Commission Meeting.



R. Steinke reported attending District 10 Health Meeting, Finance Committee, MOTA Meeting, and today's Commission Meeting.

M. Bradstrom reported attending Finance Committee and today's Commission Meeting.

**ADMINISTRATOR'S REPORT:**

Paul Bullock reported on the following:

- MOTA vacancy coming up; Commissioner Steinke would like to continue serving on that Board. J. Strong so moved. W. Nystrom seconded; motion carried.
- Requesting permission to sign Notice to Proceed with Buist Electric for use of electric/sound system for jury trials to be conducted at Ferris State University's Williams Auditorium. R. Steinke so moved. J. Strong seconded; roll call vote: 7 yeas, 0 nays; motion carried.
- Approximately 40 employees were vaccinated during the County's reserved time slots.
- Well testing at Rodney is done; raw data was received; 3<sup>rd</sup> well was located.

**PUBLIC MATTERS & COMMENTS:**

None

**MISCELLANEOUS & ANNOUNCEMENTS:**

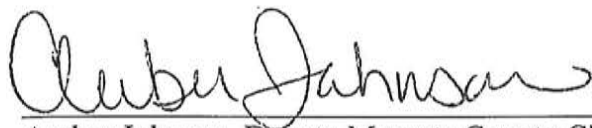
Commissioners discussed Federal aid money the County will be receiving. The Administrator noted it will be given over a period of 2 years with 4 years to spend and will be subject to audit.

**COMMUNICATIONS, MINUTES & REPORTS, RESOLUTIONS:**

J. Strong moved to accept and place on file Communications #1-6, Minutes & Reports #1-5 and Resolutions #1-5. W. Nystrom seconded; motion carried.

**ADJOURNMENT:**

R. Steinke adjourned to the next regular scheduled meeting or call of the Chair at 10:58 A.M.



Amber Johnson, Deputy Mecosta County Clerk and Clerk for the Board of Commissioners

Marilynn Bradstrom, Chair  
Mecosta County Board of Commissioners

**UNAPPROVED**