

UNAPPROVED

**MECOSTA COUNTY BOARD OF COMMISSIONERS****JANUARY 6, 2022**

County Clerk, Marcee Purcell, called the Organizational Meeting of the Mecosta County Board of Commissioners to order at 10:00 A.M. at the County Services Building in Conference Room F, 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: Marilynn Bradstrom, Jerrilynn Strong, Linda Howard, Ray Steinke, Tom O'Neil, Wendy Nystrom and William Routley.

Others present: Paul Bullock - County Administrator, Mindy Taylor – Finance Officer and Marcee Purcell - Mecosta County Clerk.

**ANNUAL ORGANIZATION****2.1 ELECTION OF CHAIRPERSON**

R. Steinke nominated William Routley for the 2022 Board Chair.

With no further nominations from the floor, R. Steinke moved to close nominations for Board Chair and cast a unanimous vote for William Routley. J. Strong seconded; motion carried.

**2.2 ELECTION OF VICE CHAIRPERSON**

R. Steinke nominated Jerrilynn Strong for the 2022 Board Vice-Chair.

With no further nominations from the floor, R. Steinke moved to close nominations for Board Vice-Chair and cast a unanimous vote for Jerrilynn Strong. M. Bradstrom seconded; motion carried.

**2.3 SEATING ASSIGNMENT**

It was decided that seating assignments do not need to be made for 2022.

**REVIEW & APPROVAL OF AGENDA – ADDITIONS:**

R. Steinke moved to approve the Agenda with the addition of New Business 9.4 – Resolution 2022-01 – Mileage Reimbursement Rate. J. Strong seconded; motion carried.

M. Bradstrom moved to approve the addition of New Business 9.5 – Prosecuting Attorney request re: Chief Prosecuting Attorney PayScale. R. Steinke seconded; motion carried.

J. Strong moved to approve the addition of New Business 9.6 – Prosecuting Attorney request to approve Prosecutor by Karpel software contract. L. Howard seconded; motion carried.

**APPROVAL OF MINUTES:**

M. Bradstrom moved to approve the December 16, 2021 Commission Minutes as presented.  
L. Howard seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

Keith Wood – appeared before the Board via Zoom – with questions on financials and a Board resolution re: the federal vaccine and testing mandates.

P. Bullock addressed the financial questions asked.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:****9.1 MDOT FY 2023 GRANT APPLICATION - COA**

J. Strong moved to approve COA Director Mallory's request to apply for the annual MDOT Specialized Services Grant for 2023 in the amount of \$34,431. M. Bradstrom seconded; motion carried.

**9.2 POSITION OPENING - COA**

L. Howard moved to approve Director Mallory's request to fill the part-time Cook vacancy.  
J. Strong seconded; motion carried.

**9.3 DISTRICT HEALTH DEPT #10 LEASE AGREEMENT**

R. Steinke moved to approve the Lease Agreement between District Health Department #10 and Mecosta County for years 2022-2024. T. O'Neil seconded; motion carried.

**9.4 MECOSTA COUNTY RESOLUTION 2022-01–MILEAGE REIMBURSEMENT RATE**

M. Bradstrom moved to adopt and place on file Mecosta County Resolution 2022-01 – Mileage Reimbursement Rate, effective January 1, 2022. J. Strong seconded; roll call vote: 7 yeas, 0 nays; motion carried.

**9.5 CHIEF PROSECUTING ATTORNEY WAGESCALE – PROSECUTING ATTORNEY**

M. Bradstrom moved to approve the Prosecuting Attorney's request to start the newly appointed Chief Prosecuting Attorney at the 2-year step, with the advancement to the 3-year step on his anniversary date of April 12, 2022. J. Strong seconded; motion carried.

M. Bradstrom moved to approve the Prosecuting Attorney's request to fill the position of Assistant Prosecuting Attorney. R. Steinke seconded; motion carried.

## **9.6 PROSECUTOR BY KARPEL CONTRACT – PROSECUTING ATTORNEY**

J. Strong moved to approve the contract with Prosecutor by Karpel for new software case management. M. Bradstrom seconded; roll call vote: 7 yeas, 0 nays; motion carried.

## **FINANCIAL MATTERS:**

### **2022 COA & EMS Ballot Questions – Administrator**

R. Steinke moved that the Administrator be instructed to place millage renewal proposals on the January 20<sup>th</sup> Board Agenda. J. Strong seconded; motion carried.

P. Bullock noted he will place it on the April 21<sup>st</sup> Board Meeting Agenda as a ballot proposal resolution for the Primary Election in August.

### **District Court Public Defender Fee Schedule – Administrator**

R. Steinke moved that the proposed Fee Schedule for indigent defenders in the District Court be approved as recommended by Judge Jaklevic. M. Bradstrom seconded; motion carried

## **Other Business:**

None

### **Listed Vouchers – Finance Officer**

R. Steinke moved to pay the pre-approved vouchers in the amount of \$846,726.14 and approve and pay non-approved vouchers in the amount of \$107,768.03. J. Strong seconded; roll call vote: 7 yeas, 0 nays; motion carried.

## **COMMITTEE REPORTS:**

R. Steinke reported attending Millbrook Township Meeting, Aetna Township Meeting, LEPT Meeting, Deerfield Township Meeting, MOTA Meeting, Central Dispatch Meeting, Hinton Township Meeting, Finance Committee, MOTA Meeting, Finance Committee, Millbrook Township Meeting and today's Commission Meeting.

T. O'Neil reported attending District 10 Health Meeting, Sheriff & Jail Committee and today's Commission Meeting.

### **Sheriff & Jail Committee:**

T. O'Neil moved to approve the Sheriff's request to apply to the USDA for a 50% grant to replace a Marine Patrol boat. M. Bradstrom seconded; motion carried.

T. O'Neil moved to approve the Undersheriff's request to order 2 police interceptors and 1 ¾ ton transport van off the MiDeal Contract. W. Nystrom seconded; motion carried.

L. Howard reported attending Wheatland Township Meeting, Village of Mecosta Meeting and today's Commission Meeting.

W. Nystrom reported attending Finance Committee, Personnel Committee, Sheriff & Jail Committee and today's Commission Meeting.

Wendy made note that today is an important day to be thankful for our law enforcement and all they do.

M. Bradstrom reported attending Finance Committee, Employee Appreciation Award Delivery and today's Commission Meeting.

J. Strong reported attending Finance Committee, Personnel Committee, Employee Appreciation Award Delivery, COA Meeting and today's Commission Meeting.

**Personnel Committee:**

J. Strong moved to approve a request from Judge Thompson/Referee Oostdyk for a new job description/reclassification of 1 FOC Enforcement Officer to Senior Enforcement Officer/Child Support Establishment Specialist; the scoring be approved; and the employee placed at the Non-Union Level 7 (3-year step), effective January 1, 2022, with advancement to the 4-year step on her anniversary date. W. Nystrom seconded; roll call vote: 7 yeas, 0 nays; motion carried.

W. Routley reported attending COA Meeting, COA Christmas Dinner, Finance Committee, Personnel Committee, Sheriff & Jail Committee and today's Commission Meeting.

**SCHEDULED APPEARANCE:**

None

**ADMINISTRATOR'S REPORT:**

Paul Bullock reported on the following:

- EMS Director interviews will be Wednesday.
- Request scheduling Personnel Committee Meeting to hear request from Sheriff for a lateral hire; before next Finance Meeting at 1:00?

**PUBLIC MATTERS & COMMENTS:**

Keith Wood – appeared before the Board via Zoom – with questions re: Mecosta County Children's Counsel.

P. Bullock responded to the questions.

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

J. Strong moved to accept and place on file Communications #1-4, Minutes & Reports #1-4 and Resolution #1. M. Bradstrom seconded; motion carried.

**MISCELLANEOUS & ANNOUNCEMENTS:**

None

**ADJOURNMENT:**

R. Steinke moved to adjourn to the next regular scheduled meeting or call of the Chair.  
Meeting adjourned at 10:46 A.M.



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Marcee M. Purcell, Mecosta County Clerk and  
Clerk of the Mecosta County Board of Commissioners

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William Routley, Chair  
Mecosta County Board of Commissioners