

## MECOSTA COUNTY BOARD OF COMMISSIONERS

JULY 21, 2022

UNAPPROVED

Chair William Routley called the afternoon session of the Mecosta County Board of Commissioners to order at 3:00 P.M. 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: William Routley, Marilynn Bradstrom, Linda Howard, Ray Steinke, Tom O'Neil and Wendy Nystrom; Jerri Strong not present.

Others present: Mindy Taylor, Finance Officer and Marcee Purcell, Mecosta County Clerk.

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

R. Steinke moved to approve the Agenda as presented. M. Bradstrom seconded; motion carried.

**APPROVAL OF MINUTES:**

L. Howard moved to approve the July 7, 2022 Board Minutes as presented. W. Nystrom seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

Steven Hanford – residential builder and resident of Pine Ridge subdivision – appeared before the Board and spoke regarding the proposed Zoning Ordinance Amendment 22-001 today.

Greg Buydaert – resident in Pine Ridge subdivision – appeared before the Board and spoke regarding the proposed Zoning Ordinance Amendment.

Joe Strokirch – applicant for the proposed Zoning Ordinance Amendment – appeared before the Board and spoke regarding the proposed Zoning Ordinance Amendment.

Theresa Ventocillia – appeared via Zoom before the Board and spoke regarding the proposed Zoning Ordinance Amendment.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:****6.1 PROPOSED ZONING ORDINANCE AMENDMENT #22-001**

Michelle Stenger – Zoning Administrator – appeared before the Board and presented proposed Zoning Ordinance Amendment #22-001. The amendment came before the July Planning

Commission. The request is to rezone from R-1 residential to AG per petition #PPC20-024; the properties are not within the subdivision. At the Public Hearing, many of the same concerns were stated from the same people. The Planning Commission took everything into consideration and made a recommendation to move forward.

M. Bradstrom moved to adopt proposed Zoning Ordinance Amendment #22-001. L. Howard seconded; roll call vote: 6 yeas, 0 nays; motion carried.

The Chair called for a 5-minute recess.

#### **SCHEDULED APPEARANCE:**

Kevin Hughes – Health Officer with District Health Dept #10 – appeared before the Board and gave an update on current programs the Health Dept. is leading and an overview of the 2021 Annual Report.

#### **FINANCIAL MATTERS:**

##### **Budget Alteration Request – Building Department**

R. Steinke moved to approve the budget alteration request from the Building Department as presented. M. Bradstrom seconded; motion carried.

##### **Other Business:**

None

##### **Listed Bills:**

R. Steinke moved to pay the pre-approved vouchers in the amount of \$661,095.27 and approve and pay non-approved vouchers in the amount of \$80,333.85. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

#### **COMMITTEE REPORTS:**

L. Howard reported attending Building & Zoning Committee and today's Commission Meeting.

##### **Building & Zoning:**

L. Howard moved to approve Ms. Stenger's request to attend the MI Planning Association Conference 10/12-14 at Mission Point on Mackinaw Island. M. Bradstrom seconded; motion carried.

L. Howard moved to approve Ms. Stenger's request to take 3 abatement requests to the Prosecutor to move forward in the abatement process. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

L. Howard moved to approve Ms. Stenger's request to purchase a large format printer from Grand Rapids Township for \$750 with the approval of IT. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

W. Nystrom reported attending WISE Meeting/Golf Fundraiser, City of Big Rapids Meeting, MOTA Meeting and today's Commission Meeting.

Wendy explained what WISE is/does for the community; City of Big Rapids discussed current projects; and MOTA was general business.

M. Bradstrom reported attending Parks Meeting, Finance Committee, Green Township Meeting, Grant Township Meeting, Colfax Township Meeting, Personnel Committee (2) and today's Commission Meeting.

**Personnel:**

M. Bradstrom moved to approve a personnel request to reclassify the casual part-time collections position to a regular part-time Court Clerk at 28 hours per week, effective upon Osceola County approving the new classification as a shared position. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom moved to approve a request from Probate/Family Court for a new casual part-time Receptionist/Filing Clerk up to 20 hours per week, effective 1/3/23. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom moved to approve a request from COA for a new regular part-time Custodian for 20 hours per week, effective 1/3/23. Further, if approved the position will be TPOAM Union Scale Level 3. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom moved to approve a request from the Finance Officer for an amended job description and scoring for the BOC Office Manager, effective 1/1/23. W. Nystrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom moved to approve a request from the Finance Officer to rescore the job description of the Payroll Clerk at 855 points, which will place her in the TPOAM Union Level 9 (4-year step), effective 1/1/23. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom moved to approve a request from the Prosecuting Attorney to reclassify 1 Legal Assistant to Senior Legal Assistant, effective 1/1/23, with the employee reverting to the start level for the TPOAM Level 8 until her anniversary date. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom moved to approve a request from the District Court Magistrate to increase the part-time Compliance Officer's hours from 21 per week to 28, effective 1/1/23. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

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

R. Steinke reported that Stacy Hicks is the new MOTA Director.

**EMS:**

R. Steinke moved to approve the June 2022 contractual write-offs of \$110,125.99, non-contractual write-offs of \$34,498.14, and collections write-offs of \$10,932.36. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

R. Steinke moved to approve Mr. Johnson's request to post the Station Coordinator vacancy. M. Bradstrom seconded; motion carried.

R. Steinke moved to approve Mr. Johnson's request to send both Medical Billers to the National Conference on Ambulance Revenue Cycle Management & Compliance October 18/19, 2022 in Hershey, Pennsylvania using the most economical choice for travel. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil reported attending Building & Zoning Committee, EMS Committee, Personnel Committee and today's Commission Meeting.

W. Routley reported attending Central Dispatch Meeting, DART Meeting, Finance Committee, Commission on Aging Meeting and today's Commission Meeting.

**ADMINISTRATOR'S REPORT:**

Mindy Taylor reported on the following:

- Chair Routley received an email from Steve Stratton resigning from the Parks Board, due to moving to E. Grand Rapids. Do we want to put out interest indicators? Advertise? We do have current Interest Indicators for Rick Hatkowski, who sits on Planning Commission and a Police Officer for the City. M. Bradstrom moved to appoint Rick Hatkowski to the Parks Commission to fill Steve Stratton's term. R. Steinke seconded; motion carried.
- MERS Conference – certify election results naming Doreen Fischer as Employee Delegate. M. Bradstrom so moved. W. Nystrom seconded; motion carried.
- MERS Conference - requesting Chris Schroeder attend the MERS Conference as a training opportunity as related to her position. M. Bradstrom so moved. L. Howard seconded; motion carried.
- Reminder: WCMCA dinner is on Monday; meet at the Courthouse.
- Attended State of Emergency Meeting at the City.

**PUBLIC MATTERS & COMMENTS:**

None

**SCHEDULED APPEARANCE:**

None



**MISCELLANEOUS & ANNOUNCEMENTS:**

None

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

M. Bradstrom moved to accept and place on file Minutes & Reports #1-4 and Resolution #1.

W. Nystrom seconded; motion carried.

**ADJOURNMENT:**

R. Steinke adjourned to the next regular scheduled meeting or call of the Chair at 4:06 P.M.



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

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William Routley, Chair  
Mecosta County Board of Commissioners

