

## MECOSTA COUNTY BOARD OF COMMISSIONERS

AUGUST 4, 2022

**UNAPPROVED**

Chair William Routley 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: William Routley, Marilyn Bradstrom, Linda Howard, Ray Steinke, Tom O'Neil and Wendy Nystrom; Jerri Strong not present.

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

**REVIEW & APPROVAL OF AGENDA:**

R. Steinke moved to approve the Agenda with additions to New Business: 6.5 - COA Vacancy, 6.6 - COA Parking Lot Issue, 6.7 - Treasurer's Office Vacancy and 6.8 - Crime Victim Rights Grant Application. M. Bradstrom seconded; motion carried.

**APPROVAL OF MINUTES:**

M. Bradstrom moved to approve the July 21, 2022 Board Minutes as presented. L. Howard seconded; motion carried.

**PUBLIC COMMENT:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:****6.1 POSITION VACANCY – PROS. ATTY – ASST. PROSECUTING ATTORNEY**

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

**6.2 POSITION VACANCY – COA – MEALS ON WHEELS DRIVER**

L. Howard moved to approve Cynthia Mallory's request to fill the Meals on Wheels driver vacancy and any other positions that may open as a result of department shifts. M. Bradstrom seconded; motion carried.

**6.3 CHILD CARE FUND BUDGET SUMMARY – JUVENILE CT.**

M. Bradstrom moved to approve, and authorize the Chair to sign, the Child Care Fund Budget Summary for the October 1, 2022 – September 30, 2023 Fiscal Year. W. Nystrom seconded; motion carried.

**6.4 STATE DISASTER CONTINGENCY FUND GRANT APPLICATION  
EMERGENCY MANAGEMENT**

R. Steinke moved to adopt the State Disaster Contingency Fund Grant Resolution, which will identify Scott Schroeder, Emergency Management Coordinator as a contact for grant application purposes. M. Bradstrom seconded; motion carried.

**6.5 COA VACANCY**

M. Bradstrom moved to approve Cynthia Mallory's request to fill the Outreach Worker vacancy and any other positions that may open as a result of department shifts. W. Nystrom seconded; motion carried.

**6.6 COA PARKING LOT**

R. Steinke moved to approve a request from Bob Cassidy to remove the inadequate base on the COA parking lot and replace it with 6" of gravel, at a cost not to exceed \$60,000. L. Howard seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**6.7 TREASURER'S OFFICE VACANCY**

M. Bradstrom moved to approve Sherry Earnest's request to post/fill the Accountant vacancy within her office. W. Nystrom seconded; motion carried.

**6.8 VICTIM RIGHTS GRANT APPLICATION 2022-23**

M. Bradstrom moved to approve the Prosecuting Attorney's request to submit the Crime Victim Grant application for Fiscal Year 2022-2023 in the amount of \$77,593. R. Steinke seconded; motion carried.

**SCHEDULED APPEARANCE:**

None

**FINANCIAL MATTERS:**

**Equipment Request/Juvenile Court – Juvenile Officer**

R. Steinke moved to approve a request from the Juvenile Officer to purchase 2 iPads and 1 refurbished laptop at a cost of approximately \$1,555 from Capital Equipment Fund 405.

M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Request for Letters of Support/Various – Administrator**

R. Steinke moved to approve signature by the Chair on Letters of Support for the Big Rapids Housing Commission application to the Fremont Area Community Foundation and the Mid-Michigan Community Action Agency application for the MI-HOPE grant. M. Bradstrom seconded; motion carried.

**Financial Reports/May – Finance Officer**

R. Steinke moved that the May Financial Reports be accepted and placed on file. M. Bradstrom seconded; motion carried.

**Listed Bills:**

R. Steinke moved to pay the pre-approved vouchers in the amount of \$931,256.69 and approve and pay non-approved vouchers in the amount of \$104,373.12. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Other Business:**

R. Steinke moved to approve the Sheriff's request to start the newly appointed Undersheriff at the Level 12 4-year step based on experience. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**COMMITTEE REPORTS:**

L. Howard reported attending WCMCA Meeting/Lake, DHHS Meeting, Central Michigan Community Mental Health Meeting, Building & Grounds Committee, Sheriff & Jail Committee and today's Commission Meeting.

**Building & Grounds:**

L. Howard moved to approve Mr. Cassidy's request to expand the District Court Jury Box, at a cost of approximately \$1,500, with funds from Building Improvements. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

L. Howard moved to approve Mr. Cassidy's request to replace 5 additional windows in the County Building, at a cost of approximately \$7,500, with funds from Building Improvements. M. Bradstrom seconded; roll call vote: 6 yeas, 0 nays; motion carried.

M. Bradstrom reported attending WCMCA Meeting/Lake, Building & Grounds Committee, Finance Committee, Michigan Works Meeting/Hart and today's Commission Meeting.

W. Nystrom reported attending Big Rapids Township Meeting and today's Commission Meeting.

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

**Sheriff & Jail:**

T. O'Neil moved that the Sheriff and EMS Director be approved to participate in the MMRMA Grant request that will be submitted by Osceola County on behalf of both counties to participate in a 3-day Leadership Fundamental Boot Camp presentation. R. Steinke seconded; motion carried.

T. O'Neil moved to approve a request by the Sheriff to utilize a \$1,000 citizen donation towards a sonar unit for the new Marine Patrol boat. W. Nystrom seconded; motion carried.

T. O'Neil moved to approve a request from Capt. Wood that the design build proposal from Granger be accepted for the Jail Remodel Project at the quoted cost of \$538,246. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

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

W. Routley reported attending Area Agency on Aging West Michigan Meeting, WCMCA Meeting/Lake, Central Dispatch Meeting, Finance Committee and today's Commission Meeting.

W. Routley discussed a letter that was received regarding a picture of County employees with a Gubernatorial candidate.

**ADMINISTRATOR'S REPORT:**

Paul Bullock reported on the following:

- Scheduled to replace a COA Transport Van this year but is unable to find one. Requesting permission to seek and purchase a Sheriff's Office Detective car – this year verses next if able to find one. M. Bradstrom so moved. W. Nystrom seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

None

**MISCELLANEOUS & ANNOUNCEMENTS:**

None

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

M. Bradstrom moved to accept and place on file Communications #1-10, Minutes & Reports #1-4 and Resolutions #1-2. W. Nystrom seconded; motion carried.

J. Strong arrived at 11:00 a.m.

**ADJOURNMENT:**

R. Steinke moved to adjourn to the next regular scheduled meeting or call of the Chair at 11:01 A.M.



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

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William Routley, Chair  
Mecosta County Board of Commissioners

