

**MECOSTA COUNTY BOARD OF COMMISSIONERS**

**JULY 20, 2023**

Chair Jerrilynn Strong called the afternoon session of the Mecosta County Board of Commissioners to order at 3:00 P.M. All those present stood and recited the Pledge of Allegiance to the United States Flag.

Commissioners present on roll call: Jerrilynn Strong, Randy Vetter, Linda Howard, Ray Steinke, Tom O'Neil and Chris Jane; William Routley 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. C. Jane seconded; motion carried.

**APPROVAL OF MINUTES:**

R. Vetter moved to approve the July 6, 2023 Committee of the Whole Minutes as presented.

R. Steinke seconded; motion carried.

L. Howard moved to approve the July 6, 2023 Board Minutes as presented. C. Jane seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

None

**UNFINISHED BUSINESS:**

**5.1 OUR BROTHERS KEEPER SHELTER – NEW FACILITY PROJECT REVIEW 2023**

R. Steinke moved to approve the request from Our Brothers Keeper for release of ARPA funds for expenditures to date in the amount of \$140,440. L. Howard seconded; roll call vote: 5 yeas, 1 nay [Jane]; motion carried.

**SCHEDULED APPEARANCE:**

Eric Karbowski – MSU District Director – appeared before the Board to present the 2022 Annual Report and current happenings. Eric introduced Maribel Richards, who oversees the Michigan Vaccine Project for MSU Extension, and promoted Breakfast on the Farm 7/29/23 from 9:00 a.m. to 1:00 p.m. at the Okkema Family Farm in Blanchard.

Sheriff Miller appeared before the Board to present awards to his staff for outstanding service to Mecosta County. Those receiving awards were Deputies Beebe, Deaton, Mentink, Amaya and Det. Sgts. Mohr and Marshall.

**NEW BUSINESS:**

**6.1 AREA AGENCY ON AGING OF WESTERN MICHIGAN  
ANNUAL IMPLEMENTATION PLAN FY 2024**

C. Jane moved to approve the Area Agency on Aging of Western Michigan's Annual Implementation Plan for FY 2024. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**6.2 FOOD TRAILER FUNDRAISER: WHEATLAND FESTIVAL - COA**

L. Howard moved to approve the Commission on Aging's request to be a vendor at the Wheatland Festival September 8-10. R. Vetter seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**6.3 MERS DELEGATE ELECTION**

R. Steinke moved to approve the Administrator's request to send Jessica Snyder as Employee Delegate and Marcee Purcell as Officer Delegate to the MERS Conference September 27-29 in Detroit. C. Jane seconded; motion carried.

**6.4 AGREEMENT FOR EXTENSION SERVICES**

C. Jane moved to approve the Agreement for Extension Services between Mecosta County and the Michigan State University Extension, for the period of January 1 through December 31, 2024, with a 3% increase from last year for a total of \$133,079. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**6.5 ANNUAL PRIME RIB DINNER FUNDRAISER – COA**

L. Howard moved to approve the COA Meals Coordinator's request to host the annual Prime Rib/Prime Shopping fundraising dinner Wednesday August 9, 2023 at 5:30 p.m. C. Jane seconded; motion carried.

**6.6 PLANNING COMMISSION VACANCY**

R. Steinke moved to appoint Marilynn Bradstrom to the Planning Commission vacancy created by Glenn Norton's resignation for a term ending 12/31/2025. R. Vetter seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**FINANCIAL MATTERS:****Budget Alteration Request 101 148 Probate Court – Finance Officer**

R. Steinke moved to approve a budget alteration request from the Probate Court to move funds to cover unanticipated software expenses and to add an insurance opt-out to the budget. C. Jane seconded; motion carried.

**April Financial Reports – Finance Officer**

R. Steinke moved that the April Financial Reports be accepted and placed on file. C. Jane seconded; motion carried.

**Listed Bills:**

R. Steinke moved to pay the pre-approved vouchers in the amount of \$1,188,066.65 and approve and pay non-approved vouchers in the amount of \$128,929.38. C. Jane seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Other:**

None

**COMMITTEE REPORTS:**

L. Howard reported attending today's Commission Meeting.

C. Jane reported attending Personnel Committee and today's Commission Meeting.

R. Vetter reported attending Colfax Township Meeting, Building & Zoning Committee and today's Commission Meeting.

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

**Building & Zoning:**

T. O'Neil moved to not issue a requested refund for an AG structure clearance that was required and completed. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Personnel:**

T. O'Neil moved to approve a request to increase the hours for the casual part-time Transcriptionist from 40 to 56 hours per pay, effective January 1, 2024 and included in the 2024 budget. C. Jane seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil moved to concur with the Prosecuting Attorney to start a new Chief Assistant Prosecutor, with 10 years of legal expertise, at top of scale. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil moved that "Minimum" be stricken and the remaining scales set as "Start, 1 Year, 2 Year, 3 Year" for the 2024 Non-Union Pay Scales. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil moved that the resulting scales be increased by 4% for 2024. C. Jane seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil moved that a 10-Year scale be added to the Non-Union Pay Scales that is 5% higher than the 3 Year. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil moved that all Non-Union Casual and Part-Time Scales be increased by 4% for 2024. R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

T. O'Neil moved that elected officials, excluding Judges and Commissioners, salaries be increased by 4% for 2024 and a 10-Year salary step be added at 5% over the base salary.

R. Steinke seconded; roll call vote: 6 yeas, 0 nays; motion carried.

R. Steinke reported attending Central Dispatch Meeting, Hinton Township Meeting, Millbrook Township Meeting, Aetna Township Meeting, Deerfield Township Meeting, District 10 Health Meeting, Finance Committee, MOTA Meeting, EMS Committee, Building & Zoning Committee and today's Commission Meeting.

**EMS:**

R. Steinke moved to approve the June 2023 write-offs of \$87,591.48, non-contractual write-offs of \$2,247.71 and collections write-offs of \$7,823.87. R. Vetter seconded; roll call vote: 6 yeas, 0 nays; motion carried.

R. Steinke moved to approve Mr. Johnson's request to purchase a new baby manikin for \$2,184.91 and emergency total training tool kit for \$1,099. R. Vetter seconded; roll call vote: 6 yeas, 0 nays; motion carried.

J. Strong reported attending Area Agency on Aging Meeting, Chippewa Township Meeting, Fork Township Meeting, Road Commission Meeting, Parks Meeting, Martiny Township Meeting, COA Meeting, EMS Committee and today's Commission Meeting.

**ADMINISTRATOR'S REPORT:**

No Report

**PUBLIC MATTERS & COMMENTS:**

None

**MISCELLANEOUS & ANNOUNCEMENTS:**

None

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

C. Jane moved to accept and place on file Minutes & Reports #1-3. L. Howard seconded; motion carried.

**ADJOURNMENT:**

J. Strong adjourned to the next regular scheduled meeting or call of the Chair at 4:00 P.M.



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

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Jerrilynn Strong, Chair  
Mecosta County Board of Commissioners