

**MECOSTA COUNTY BOARD OF COMMISSIONERS**

**SEPTEMBER 7, 2023**

**CP 3-1**

**UNAPPROVED**

Chair Jerrilynn Strong called the morning session of the Mecosta County Board of Commissioners to order at 10:00 A.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: Jerrilynn Strong, Randy Vetter, Linda Howard, Ray Steinke, Tom O'Neil, Chris Jane and William Routley.

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

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

R. Steinke moved to approve the Agenda with the addition of New Business 6.6 MERS DC Amendments. C. Jane seconded; motion carried.

**APPROVAL OF MINUTES:**

R. Vetter moved to approve the August 17, 2023 Board Minutes as presented. L. Howard seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**6.1 EMERGENCY MANAGEMENT PERFORMANCE GRANT FY24**

C. Jane moved to adopt and authorize the Chair to sign the Emergency Management Performance Grant. R. Steinke seconded; roll call vote: 7 yeas, 0 nays; motion carried.

**6.2 ZONING BOARD OF APPEALS VACANCY**

R. Steinke moved to appoint Kurt Spaulding to replace Ron Bongard on the Zoning Board of Appeals with a term ending 12/31/25, and to recruit an alternate to the Board [to replace Spaulding's position]. W. Routley seconded; motion carried.

### **6.3 CHILD CARE FUND BUDGET SUMMARY FY 24**

W. Routley moved to approve the FY 24 Child Care Fund Budget Summary and authorize the Chair to sign. R. Steinke seconded; roll call vote: 7 yeas, 0 nays; motion carried.

### **6.4 EMERGENCY MANAGEMENT COORDINATOR**

EMS Director Johnson appeared before the Board to recommend Patrick Maddox as the next Emergency Management Coordinator. Further, that he start at the Level 8 Scale, Year 3 due to experience. R. Vetter seconded; roll call vote: 7 yeas, 0 nays; motion carried.

Director Johnson invited the Board to Scott Schroeder's retirement party on 9/27 from 1:00 - 3:00.

### **6.5 WISE REQUEST FOR FUNDING**

C. Jane moved that the WISE request for funding be tabled to the next meeting due to the need for a Special Use Permit. L. Howard seconded; motion carried.

### **6.6 MERS DC AMENDMENTS**

R. Steinke moved to approve the request from Paul Bullock to sign and submit the MERS Defined Contribution Plan Adoption Agreement, which will preserve the right of employees to transfer between units and go to the equivalent contribution rate in the new unit. R. Vetter seconded; roll call vote: 7 yeas, 0 nays; motion carried.

### **SCHEDULED APPEARANCE:**

Atty Barb Klimaszewski, Atty Mike Naughton and Karen Moore – all with Michigan Indigent Defense Counsel - appeared before the Board. Atty Naughton thanked the Board for approving the grant in 2022 to look at the disparity in rural counties when it comes to criminal defense; they are working on the problem.

Karen Moore followed up on the conversation noting the complications of attorney shortages.

C. Jane moved that MIDC have the County's approval to apply for a Michigan Rural Triage Defense Attorney grant as discussed by Attorney Naughton. W. Routley seconded; roll call vote: 7 yeas, 0 nays; motion carried.

### **FINANCIAL MATTERS:**

#### **Mecosta County Day of Giving Proclamation – Administrator**

R. Steinke moved that a Mecosta County Day of Giving Proclamation be placed on the September 21<sup>st</sup> Board Agenda. W. Routley seconded; motion carried.

**Final Allocations and Release of Funds Various – Administrator**

R. Steinke moved to approve the Administrator's request to release funds on September 8<sup>th</sup> that were approved under the Marijuana Excise Tax allocation process, with the exception of WISE, and up to \$140,440 to Our Brothers Keeper upon receipt of the necessary invoice. W. Routley seconded; roll call vote: 7 yeas, 0 nays; motion carried.

**Mapping Solutions Contract for Parcel Layer – Equalization Director**

R. Steinke moved to approve the Equalization Director's proposal from Mapping Solutions for GIS parcel data, with ownership information to Mapping Solutions for use in a new Mecosta County Plat Book to be published in partnership with 4-H through MSU Extension, and authorized the Chair to sign the agreement. L. Howard seconded; roll call vote: 7 yeas, 0 nays; motion carried.

**Budget Alteration Request/FOC – FOC**

R. Steinke moved to approve a budget alteration request from Friend of the Court to move funds between lines to balance expenditures within the approved budget. W. Routley seconded; roll call vote: 7 yeas, 0 nays; motion carried.

**Listed Bills:**

R. Steinke moved to pay the pre-approved vouchers in the amount of \$2,240,549.24 and approve and pay non-approved vouchers in the amount of \$195,717.96. R. Vetter seconded; roll call vote: 7 yeas, 0 nays; motion carried.

**Finance Report June – Finance Officer**

R. Steinke moved to approve the June Financial Reports. W. Routley seconded; motion carried.

**COMMITTEE REPORTS:**

C. Jane reported attending Personnel Committee, Sheriff & Jail Committee, Tour of Our Brothers Keeper and today's Commission Meeting.

R. Vetter reported attending Labor Day Breakfast with Green Township Board, Sheriff & Jail Committee and today's Commission Meeting.

L. Howard reported attending DHHS Meeting, Central Michigan Community Mental Health Meeting, Wheatland Township Meeting, Mecosta Village Meeting, Sheriff & Jail Committee and today's Commission Meeting.

**Sheriff & Jail :**

L. Howard moved to approve a request to apply for a grant with Firehouse Subs for \$18,000 that will be used on new radios for Corrections. C. Jane seconded; motion carried.

L. Howard moved to approve a request to accept a \$6,000 donation from a local businessman for the purchase of Aimpoint red dot sights to be placed on patrol rifles. C. Jane seconded; motion carried.

L. Howard moved to approve the Sheriff's request to submit the 2024 SRP Grant. C. Jane seconded; motion carried.

L. Howard moved to approve the Agreement with Mama T's Pet Parlor for use of the 4-run dog kennel due to ARC closing October 1, 2023. C. Jane seconded; roll call vote: 7 yeas, 0 nays; motion carried.

L. Howard reported the Jail Ministry dinner will be held on 9/14/23 at Trinity Church.

T. O'Neil reported attending District 10 Health Meeting, Rogers Dam Meeting, District 10 Health Meeting, Personnel Committee, Finance Committee and today's Commission Meeting.

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

**Personnel:**

W. Routley moved that the Controller/Administrator Employment Agreement be placed on the September 21<sup>st</sup> Board Agenda, offering Mindy Taylor a 3-year contract with an effective date of August 1, 2024. Further, that the agreement include a 12-month severance for an at-will termination. T. O'Neil seconded; motion carried.

W. Routley moved that the Finance Officer/Deputy Controller Administrator be authorized for appointment as early as May 1, 2024 to allow for an adequate training/transition period for both the Controller/Administrator and the Finance Officer. R. Steinke seconded; motion carried.

R. Steinke reported attending 3 District Health Department Meetings, LEPT Meeting, Finance Committee and today's Commission Meeting.

J. Strong reported attending Fork Township Meeting, Finance Committee and today's Commission Meeting.

**ADMINISTRATOR'S REPORT:**

Paul Bullock reported on the following:

- Thanked the Board for allowing MIDC to apply for the grant.
- There will be a news release regarding the Dog Kennel issue, explaining services will not be as broad as in the past due to limited services.

**PUBLIC MATTERS & COMMENTS:**

Karen Hahn, Register of Deeds - appeared before the Board with regard to First Aid Kits in the Courthouse, her reappointed to the State Remonumentation Commission as Grant Administrator and to report that the Property Alert System is up and running.

Karen Moore with MIDC – appeared again before the Board to thank for the recommendation that Mindy take over for Paul; nice to have administration that understands the MIDC.



**MISCELLANEOUS & ANNOUNCEMENTS:**

None

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

C. Jane moved to accept and place on file Communications #1-6 and Minutes & Reports #1-4.  
W. Routley seconded; motion carried.

**ADJOURNMENT:**

R. Steinke moved to adjourn to the next regular scheduled meeting or call of the Chair at  
11:08 A.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