UNAPPROVED

CP 3-1

MECOSTA COUNTY BOARD OF COMMISSIONERS

OCTOBER 19, 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, Chris Jane and William Routley.

Others present: Mindy Taylor - Finance Officer and Marcee Purcell - Mecosta County Clerk; Paul Bullock – County Administrator – appeared later in the meeting.

REVIEW & APPROVAL OF AGENDA – ADDITIONS:
R. Steinke moved to approve the Agenda with the addition of 3.2 – Closed Session Board Minutes – October 5, 2023 and 3:30 Scheduled Appearance of WISE. C. Jane seconded; motion carried.

APPROVAL OF MINUTES:
L. Howard moved to approve the October 5, 2023 Board Minutes as presented. W. Routley seconded; motion carried.

R. Steinke moved to approve the October 5, 2023 Closed Executive Session Minutes as presented. R. Vetter seconded; motion carried.

PUBLIC MATTERS & COMMENTS:
Joseph Strohkirch – Colfax Township resident - appeared before the Board regarding a protested map amendment from a previous meeting; followed up with questions to Board – read them; does not align with the Master Plan.

Denise Guiney – Pineridge Subdivision resident for 51 years - addressed the Board regarding a proposed zoning amendment.

Greg Buydaert – 17450 Astro Drive, Pineridge Subdivision resident - addressed the Board regarding parcel subject of zoning amendment.

UNFINISHED BUSINESS:
5.1 DEPARTMENT OF HUMAN SERVICES BOARD APPOINTMENT
W. Routley moved to re-appoint Janice McBrien to the Department of Human Services Board for a 3-year term expiring 10/31/2026. R. Steinke seconded; motion carried.

5.2 COA BOARD APPOINTMENT VACANCY – EXPIRES 12/31/2024

With no names to bring forward, this matter tabled to next meeting.

SCHEDULED APPEARANCE:

Bryan Krogman – Executive Director for CMHCM – appeared before the Board to give an overview of CMHCM and the 2023 Annual Report. Bryan thanked the Board for their strong partnership.

Catherine Beagle – Mecosta Program Director for Mecosta/Osceola County CMHCH – appeared before the Board and highlighted the Local Efforts and Collaborations within the counties.

WISE – Jane Currie, Executive Director of WISE – appeared before the Board to thank the County for the generous donation that has helped provide a safe and healthy home for 18 women and children to reside.

W. Routley moved to approve the release of funding for WISE that was previously appropriated from ARPA funds. R. Steinke seconded; roll call vote: 7 yeas, 0 nays; motion carried.

NEW BUSINESS:

6.1 REMONUMENTATION PROGRAM REPRESENTATIVE CHANGE - ROD

Karen Hahn – Register of Deeds - appeared before the Board to request approval to change the Remonumentation Program County Representative from James Carter to Mike Barger.

W. Routley moved to approve the change in the Mecosta County Remonumentation Program, effective 1/1/2026, and thanked Mr. Carter for his service to the county. R. Steinke seconded; motion carried.

6.2 PA 116 TERMINATION REQUEST

R. Steinke moved to approve the Application for Termination of a Farmland Development Rights Agreement, Application No. 338, from Steven C. Garchow in Chippewa Township. L. Howard seconded; roll call vote: 7 yeas, 0 nays; motion carried.

6.3 UPDATES TO THE NON-UNION PERSONNEL MANUAL

C. Jane moved to approve changes to the Non-Union Personnel Manual to cover a Bereavement Leave change, effective 10/6/23, and the Health Insurance changes, effective January 1, 2024. R. Vetter seconded; roll call vote: 7 yeas, 0 nays; motion carried.

6.4 2023 APPORTIONMENT LETTER & L-4022 - EQUALIZATION

Shila Kiander – Equalization Director - appeared before the Board to present the 2023 Apportionment Letter & L-4022; she noted there may be an amendment after the November 2023 election due to 2 millage proposals.

6.5 PROPOSED ZONING ORDINANCE AMENDMENT #23-011

Annette Coles – Zoning Administrator – appeared before the Board and presented proposed Zoning Ordinance Amendment #23-011.

W. Routley moved to approve proposed Zoning Ordinance Amendment #23-011, which will amend the Zoning Ordinance Map from AF (Agricultural and Forestry) to R-2 (Single Family Residential) per petition #PPC23-037. T. O'Neil seconded; roll call vote: 7 yeas, 0 nays; motion carried.

6.6 AAAWM CONTRACT AMENDMENT FY 2023 - COA

W. Routley moved to approve and authorize the Chair to sign the AAAWM contract amendment for FY 2023, which will increase funding for the Meals Program in the amount of $8,916. L. Howard seconded; motion carried.

FINANCIAL MATTERS:

Equipment Purchase/Victim Rights – Prosecutor's Office

R. Steinke moved to approve a request from the Prosecutor's Office to purchase a laptop out of the Victim Rights' grant at a cost of $1,219.45, with $1,200 from the grant and the balance from the Prosecutor's budget. W. Routley seconded; roll call vote: 7 yeas, 0 nays; motion carried.

Special Drain Assessment – Drain Commissioner

R. Steinke moved that the Special Drain Assessment for 2023 in the amount of $2,407.25 be approved and paid from Appropriations 101-999-999.340. T. O'Neil seconded; roll call vote: 7 yeas, 0 nays; motion carried.

Budget Alterations/Juvenile Court – Finance Officer

R. Steinke moved to approve a budget alteration request from the Juvenile Court to move funds within the budget to balance individual line items. W. Routley seconded; motion carried.

Budget Amendment Request Equalization – Finance Officer

R. Steinke moved to approve a budget amendment request for Equalization to move funds within the budget, with an additional $1,156 from Unreserved Contingency to cover MERS and wage increases resulting from increases approved after the budget was approved for 2023. C. Jane seconded; roll call vote: 7 yeas, 0 nays; motion carried.

Budget Amendment Request SR 289 Secondary Road Patrol – Finance Officer

R. Steinke moved to approve a budget amendment request for SR 289 Secondary Road Patrol to move funds within the budget, with an additional $8,700 from an increase in the State Grant to

cover MERS and wage increases resulting from increases approved after the budget was approved for 2023. 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 $6,022,619.43 and approve and pay non-approved vouchers in the amount of $151,661.97. C. Jane seconded; roll call vote: 7 yeas, 0 nays; motion carried.

COMMITTEE REPORTS:
C. Jane reported attending Sheriff & Jail Committee and today's Commission Meeting.

L. Howard reported attending Morton Township Meeting, YAC Meeting, Materials Recovery Meeting/Isabella County and today's Commission Meeting.

Linda gave an update on the Materials Recovery Meeting, noting that every county in Michigan will be required to submit a plan on how to move forward in recycling and materials recovery; looking at some type of informal meeting before the end of the year.

R. Vetter reported attending Sheriff & Jail Committee, Grant Township Meeting, Green Township Meeting, Colfax Township Meeting, Equalization Committee, Building & Zoning Committee and today's Commission Meeting.

Equalization:
R. Vetter moved to approve Ms. Kiander's request to serve on the International Association of Assessing Officers' Conference Content Task Force. R. Steinke seconded; roll call vote: 7 yeas, 0 nays; motion carried.

T. O'Neil reported attending Austin Township Meeting, District 10 Health Meeting, Finance Committee, Building & Zoning Committee, EMS Committee and today's Commission Meeting.

Building & Zoning:
T. O'Neil moved that Ms. Coles be authorized to fill the Building Inspector's position when appropriate. R. Vetter seconded; motion carried.

W. Routley reported attending Finance Committee, City/County/FSU Meeting and today's Commission Meeting.

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

EMS:
R. Steinke moved to approve the September 2023 write-offs of $102,696.09, non-contractual write-offs of $4,869.10 and collections write-offs of $8,780.29. C. Jane seconded; roll call vote: 7 yeas, 0 nays; motion carried.

J. Strong reported attending Sheridan Township Meeting, Fork Township Meeting, Road Commission, Parks Meeting, Martiny Township Meeting, COA Meeting, Substance Abuse Meeting, Finance Committee, EMS Committee and today's Commission Meeting.

ADMINISTRATOR'S REPORT:
Paul Bullock reported on the following:

- Went through the budget yesterday with Mindy; Committee of the Whole Meeting to review it will be Wednesday October 25th at 9:00 a.m.
- Materials Management statute requires us to have a plan in place, but we do not have to form the plan.

PUBLIC MATTERS & COMMENTS:
Annette Coles – Building Administrator – appeared before the Board to leave them with a happy note regarding an incident that occurred in her office.

MISCELLANEOUS & ANNOUNCEMENTS:
None

COMMUNICATIONS, MINUTES & REPORTS, RESOLUTIONS:
C. Jane moved to accept and place on file Communications #1-2, Minutes & Reports #1-3 and Resolutions #1-3. R. Vetter seconded; motion carried.

ADJOURNMENT:
R. Steinke moved to adjourn to the next regular scheduled meeting or call of the Chair at 4:12 P.M. R. Vetter seconded; motion carried.

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

Jerrilynn Strong, Chair
Mecosta County Board of Commissioners