

**MECOSTA COUNTY BOARD OF COMMISSIONERS**

**MARCH 21, 2024**

**UNAPPROVED**  
**CP 3-1**

Chair Ray Steinke called the afternoon session of the Mecosta County Board of Commissioners to order at 3:00 P.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: Ray Steinke, Randy Vetter, Jerrilynn Strong, Linda Howard, Tom O'Neil, and William Routley. Chris Jane not present.

Others present: Paul Bullock, County Administrator, Amber Johnson, Mecosta County Deputy Clerk.

**REVIEW & APPROVAL OF AGENDA:**

J. Strong moved to approve the Agenda as presented. R. Vetter seconded; motion carried.

**APPROVAL OF MINUTES:**

L. Howard moved to approve the March 7, 2024 Board Minutes as presented. J. Strong seconded; motion carried.

**PUBLIC COMMENT:**

None.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

**6.1 PA-116-FODOR FARMS LLC-APPLICATION # 339**

L. Howard moved to approve PA-116 Application #339. J. Strong seconded; motion carried.

**6.2 CMMH BOARD APPOINTMENT RENEWAL**

J. Strong moved to reappoint Linda Howard to Central Michigan Mental Health Board for a 3-year term starting April 1, 2024. R. Vetter seconded; motion carried.

**6.3 MID-STATE HEALTH NETWORK INTERGOVERNMENTAL AGREEMENT**

R. Vetter moved to approve the Mid-State Health Network Intergovernmental Agreement. W. Routley seconded; motion carried.

**6.4 ZONING AMENDMENT RECOMMENDATION-TEMPORARY & PORTABLE BUILDINGS, USES & STRUCTURES 4A ORDINANCE 24-001**

Annette Coles-Building and Zoning Director-appeared before the Board to explain the proposed changed language in Article III Section 3.23 Temporary and Portable Buildings, Uses and Structures to include municipal sewer clearance where applicable.

W. Routley moved to approve Zoning Amendment recommendation 4a. Ordinance 24-001. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**6.5 ZONING AMENDMENT RECOMMENDATION-GENERAL COMMERCIAL DISTRICT 5A ORDINANCE 24-002**

Annette Coles-Building and Zoning Director-appeared before the Board to explain the proposed changed language in Article II Section 2.18 C-2 General Commercial District to include as a permitted use 33. manufactured homes sales.

W. Routley moved to approve Zoning Amendment recommendation 5a. Ordinance 24-002.  
J. Strong seconded; motion carried.

**6.6 MECOSTA COUNTY RESOLUTION #2024-05 TO ELECT TO AUDIT "HOMEOWNER'S PRINCIPAL RESIDENCE EXEMPTIONS"**

R. Vetter moved to approve Mecosta County Resolution #2024-05. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**6.7 AAAWM CONTINUATION OF FUNDING FY 2025-COA**

W. Routley moved to approve AAAWM contract amendment for FY 2025. L. Howard seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**UNFINISHED BUSINESS:**

None

**FINANCIAL MATTERS:**

**911 Surcharge-Administrator**

W. Routley moved that a resolution and ballot proposal be placed on the April 4, 2024 Board agenda for renewal of the 911 Surcharge. J. Strong seconded; motion carried.

**Representation Agreement/CMDA Law – Administrator**

W. Routley moved to approve that the Administrator be authorized to execute the agreement with CMDA Law for representation of the Planning Commission regarding the Gotion Site Plan request process. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Evidence Storage Request-IT**

W. Routley moved to approve the purchase and set up of a secure electronic server for the Sheriff's Office with up to 44 TB of storage at the cost of \$4,332.75 from Fund 405 Capital Equipment. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Listed Bills:**

W. Routley moved to pay the pre-approved vouchers in the amount of \$688,606.20 and approve and pay non-approved vouchers in the amount of \$104,441.57. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**HSGP FY 22 Grant AAF Expenditure:**

W. Routley moved to approve the \$17,171 AAF Expenditure. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

**Policy Regarding Logoed Jackets for Elected Officials/Department Heads:**

W. Routley moved that a draft policy regarding logoed jackets for Elected Officials and Department Heads be considered at their next meeting. J. Strong seconded; motion carried.

## **COMMITTEE REPORTS:**

R. Vetter reported attending Building and Zoning meeting and today's Commission Meeting.

### **Building and Zoning:**

R. Vetter moved that Ms. Coles be authorized to sign an agreement with St. Michael's School and LARA to provide permitting and inspections for the school's building work on behalf of the County once it has been completed by the School Board President. J. Strong seconded; roll call vote: 6 yeas, 0 nays; motion carried.

R. Vetter moved that Ms. Coles be authorized to respond to any requests with information that Mecosta County is going to cooperate with Isabella County on an MMP Material Management Plan and further Ms. Coles be authorized to send adjacent counties letters requesting their interest in a multi county plan. L. Howard seconded; motion carried.

L. Howard reported attending Morton Township Meeting, Wheatland Township Meeting, Materials Management Meeting, MCDC Meeting, Drain Commission Meeting and today's Commission Meeting.

T. O'Neil reported attending Mecosta Township Meeting, Austin Township Meeting, Building and Zoning Meeting, EMS Meeting, Drain Commission Meeting, District 10 Health Meeting, District 10 Personnel Meeting and today's Commission Meeting.

J. Strong reported attending Martiny Township Meeting, Road Commission Meeting, Parks Meeting, Parks Master Plan Meeting, EMS Meeting, COA Meeting, Drain Commission Meeting, Finance Committee and today's Commission Meeting.

### **EMS:**

J. Strong moved to approve the contractual write-offs of \$158,222.87, non-contractual write-offs of \$9,499.60 and collections write-offs of \$5,811.05. R. Vetter seconded; motion carried.

J. Strong moved to approve that Mr. Johnson be authorized to work with the Union to prepare a letter of understanding to implement the new uniform list. T. O'Neil seconded; motion carried.

J. Strong moved to approve the request of West Shore Community College to conduct Paramedic School in the front Conference Room of the County Services Building, Mondays, September through June. T. O'Neil seconded; motion carried.

J. Strong moved that the Board authorize Mr. Maddox to accept the MDNR Grant of up to \$45,000 for the creation of a wildfire protection plan. T. O'Neil seconded; motion carried.

W. Routley reported attending COA Meeting, Planning and Zoning Meeting, Central Dispatch Meeting, City/County/ Ferris Meeting, Finance Committee, Celebrity Meal Server event, Sheriff & Jail Committee and today's Commission Meeting.

W. Routley reported that COA received 3 new Bronco Sport vehicles for meal transport and thanked the Board.

R. Steinke reported attending District 10 Health Stakeholder Meeting, EMS Meeting, Millbrook Township Meeting, Hinton Township Meeting, Deerfield Township Meeting, MOTA Meeting, Central Dispatch Meeting, LAPT Meeting, Region 8 Meeting and today's Commission Meeting.

**ADMINISTRATOR'S REPORT:**

Paul Bullock reported on the following:

- Tax Advisory Committee Meeting is April 12, 10 a.m. Judge Thompson has appointed Mark Gifford from the City, and the Board will need to appoint a resident who is not affiliated with government at their next meeting.
- Prosecutors' office had a Victims Advocate accept position in FOC, requesting permission to fill vacancy with a legal assistant rather than another Victims Advocate.

R. Vetter moves to approve the Prosecutors' request to fill vacancy. W. Routley seconded; motion carried.

**PUBLIC MATTERS & COMMENTS:**

None.

**MISCELLANEOUS & ANNOUNCEMENTS:**

None.

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

J. Strong moved to accept and place on file Communication #1, Minutes & Reports #1-3 and Resolutions #1-3. L. Howard seconded; motion carried.

**ADJOURNMENT:**

R. Steinke adjourned to the next regularly scheduled meeting or call of the Chair at 3:47 p.m.



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Amber Johnson Mecosta County Deputy Clerk and  
Clerk for the Board of Commissioners

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Ray Steinke, Chair  
Mecosta County Board of Commissioners