

**ALGER COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING**

**February 11, 2013**

**Minutes are subject to correction and approval**

Pursuant to recess, the Alger County Board of Commissioners convened in the conference room of the county building at 4:00 p.m. on the above date.

The meeting was called to order by Chairman Doucette with the following Commissioners present: Commissioners Mattson, Rondeau, VanLandschoot, and Doucette. Absent is Commissioner Pullen.

The board of commissioners said the Pledge of Allegiance.

Public comment session was open and Commissioner Doucette took the opportunity to have Andy Welden and John Burtka introduce themselves. They are members of the Hillsdale County Board of Commissioners who had been in attendance at a MAC (Michigan Association of Counties) meeting in Escanaba earlier today with Commissioner Doucette. There was no other public comment from the floor; thus, the public comment session was closed.

It was the consensus of the board to look at the minutes and make a motion at Monday's regular board meeting.

The agenda was presented.

Nick DeRusha presented the board with the LMAS District Health Department Agency Annual report for the FY2012. The report consisted of seven sections: A message to the community, county health profiles, financial data, emergency preparedness, environmental health, personal / family health, and staff listing. He explained each section in detail. He also spoke briefly about Lammi's gas station and ground water testing. He said that the department did go out and conduct samples of the two residents just to the west of Lammi's and that the samples came back fine.

Joe Cilc was present to give the annual Building Department report. He handed out comparison reports which consisted of the years 2000 through 2012. He said that overall construction was down from 2011. He added that he had talked to other counties and that their construction was down as well. The last page of his report showed red tags (violations) for 2012 and he commented that they were up from 2011. He added that of the 38 total red tags three of them had been repeats. Questions were asked about the process after a house had been condemned and Joe explained that there was a different process if the house was inside or outside the city limits.

Authorization to purchase a Crew Cab Polaris Ranger 500 was next. Steve Webber was unavailable so Sheriff Hughes provided the information. Sheriff Hughes stated that the Department of Homeland Security and Region 8 is buying fifteen Polaris Rangers for various counties throughout the region. They are also buying rubberized tracks for them so they are able to go easily through the snow. The Sheriff went on to say that the county already has two off-wheel drive vehicles; a 6 x 6 and a Razer, and they were not in need of another off-wheel drive vehicle. He added that the county does have a 2003 Ski-doo which pulls an enclosed rescue trailer. This rescue trailer has interior lighting and a 12 volt heater which has always been under-powered due to the power source limitations of the Ski-doo. This is used to go out on the trails when responding to snowmobile accidents. He also added that the Ski-doo only has the capability to transport a couple of people. They are asking for authorization to purchase a new Crew Cab Polaris with the rubberized track in the amount of \$15,985. They would also like to have it enclosed, put emergency and flood-lighting on it, and have an added power source. The Sheriff stated that Headwaters Polaris would give discounted pricing on these additions if they were ordered at the same time that the Ranger was ordered. The discounted pricing for these add-ons would be \$3,340. The Sheriff stated that the payment for these add-ons could be taken from the 2013 rescue supplies in the ambulance budget. They would like to sell the 2003 Ski-doo with the proceeds of the sale going back into the budget. The Kelley blue book price for this Ski-doo is \$2,050. Their recommendation is to put the Ski-doo out on sealed bids with a minimum price of \$1,500. The date they are looking at for opening the bids is April 8, 2013. It was noted that Headwaters Polaris met the bidding process through the State's Region 8 bid. It was the consensus of the board that regional bids were received prior for Region 8 Emergency Management, therefore we would bypass the bidding process and authorize the purchase of a new Crew Cab Polaris Ranger 500 with rubberized track from Headwaters Polaris in Watersmeet in the amount of \$15,985 (money to be taken from the EMD grant), and the add-ons for an additional cost of \$3,340 (to be taken from ambulance rescue supplies).

It was the consensus of the board to put the 2003 Ski-doo out on sealed bids with a minimum price of \$1,500 and having all bids due by April 8, 2013 at 1:00 p.m.

Discussion on the Circuit Court's judicial increase of two employees from Schoolcraft County was next. It was the consensus of the board that as there were no raises for Alger County employees in 2013 that they would deny the wage increase request for these two Schoolcraft County based Circuit Court employees. The Chief Deputy Clerk asked about performance pay, and whether this was the same as the requested wage increase. Commissioner Mattson stated that it was a totally separate issue than the wage increase. He went on to say that Schoolcraft County did give these two part-time employees a one time performance pay increase of \$250 each. The Chief Deputy Clerk stated that a performance pay billing had been submitted by Schoolcraft County and was presently in board bills.

Next on the agenda was the adoption of a policy regarding the State Retention Program. It was discussed that each department has their own retention policy based on the State's recommendation, but there was nothing in the county's policy addressing the retention program. It was the consensus of the board to adopt the following retention policy:

#### State Retention and Disposal Schedules of Records

The County of Alger hereby adopts a policy for all departments to follow the retention and disposal schedules of records, as given and described by the State of Michigan to meet the administrative, legal, fiscal and archival requirements of the State of Michigan.

Authorization for the County to purchase a community shredder up to the cost of \$5,000 was next. It was the consensus of the board to deny approval at this time as there was no money budgeted for it, but to revisit the subject again next fall when the 2014 budgets are being worked on.

Discussion on a policy change regarding the hiring of legal services without prior board approval took place. Prosecuting Attorney Karen Bahrman had submitted an opinion letter on this matter. As both the Clerk and the Treasurer had not yet submitted their opinion, it was the consensus of the board to submit this matter back to the Executive Committee.

Sheriff Hughes was present to give a report on an incident that happened at the jail. He stated that the person involved in this incident is being investigated for a criminal action, and like anyone else who is being investigated for a criminal action their names and details of the incident are not released until a point in time after they have been arraigned. He went on to say that this person is on paid administrative leave and gave two past incidents in Alger County's history where employees have been on paid administrative leave while being investigated for criminal action. The Sheriff also stated that the State had appointed a Delta County Prosecutor for this investigation due to our Prosecuting Attorney's petition to be excused. He said that the person involved in this incident is a union member and has union protection, so asked that the board be unbiased and to keep an open mind concerning this because after everything is said and done and if the employee feels that he has been treated unfairly or inappropriately, he will have the right to file a grievance. One of the steps of a grievance process is to go before the board. Sheriff Hughes said that investigations of incidents such as this are not conducted internally but by a mission team that is put together by the different Sheriff's Offices that are trained by the Michigan Sheriff's Association. Two detectives were brought in, one from Dickinson County and the other from Menominee County for the purpose of this investigation. Sheriff Hughes stated that they had done a very thorough investigation and he is very happy with the job that they did. The Sheriff stated that the investigation has been concluded and he believes that it went to the Delta County Prosecuting Attorney's Office today. He added that the Mining Journal did a very good job when writing the two articles. They had contacted both the Michigan Sheriff's Association and the Prosecuting Attorney's office prior to printing their articles. Commissioner Rondeau referred to the first newspaper article which stated that there were two deputies being investigated and asked Sheriff Hughes if he'd like to expound on that. The Sheriff said that only one individual is on paid administrative leave because based on the investigation, the other deputy who had been there was not actually part of it.

Old business was next. There was none.

It was the consensus of the board to approve the appropriation to Pathways for their quarterly mental health payment of \$8,305. The monies are to come from the community mental health appropriation (101-649-969.000).

It was the consensus of the board to approve the 2012 appropriation to NorthCare Network substance abuse payment in the amount of \$6,436.50. The monies are to come from the substance abuse budget (101-631-969.000).

It was the consensus of the board to authorize payment to the Burt Township Ambulance Corp in the total amount of \$45,669. \$38,669 is to come from the ambulance fund ó Burt Township ambulance operations (210-000-742.000) and \$7,000 is to come from the ambulance fund ó Burt Township ambulance replacement (210-000-743.000).

It was the consensus of the board to authorize payment to the Mathias First Responders in the amount of \$5,600. The monies are to come from the ambulance fund appropriation (210-000-969.000).

It was the consensus of the board to authorize payment to the Rock River First Responders in the amount of \$5,600. The monies are to come from the ambulance fund appropriation (210-000-969.000).

It was the consensus of the board to approve payment of all board bills as recommended by the audit committee with the exception of one. The bill submitted by Schoolcraft County regarding performance pay was to be denied. A bill to Honeywell for the audit of utility usage was to be paid contingent to the Clerk's office finding out why the quarterly billing had gone up.

It was the consensus of the board to approve the financial reports for all funds. A full 30-page report is available upon request with the Treasurer.

It was the consensus of the board to authorize the treasurer to transfer the following 2013 revenues back into 2012 revenues (year of expense):

| <u>ACCOUNTS RECEIVABLE</u>              |             |
|---|-------------|
| 101-000040000                           | \$74,526.12 |
| 101-000403010 Current Tax Interest      | \$ 720.77   |
| 101-000403000 Current Tax Collection    | \$22,184.13 |
| 101-000502000 Friend of the Court       | \$15,375.59 |
| 101-000503000 P.A. ADC                  | \$ 3,708.85 |
| 101-000541000                           | \$ 0.00     |
| 101-000567000 Diverted Felons           | \$ 5,135.00 |
| 101-000571000 Convention Facility Tax   | \$12,873.00 |
| 101-000573000 Court Equity Fund Distrib | \$ 7,702.00 |
| 101-000576000 Diversion Officer         | \$ 780.10   |
| 101-000628000 Remonumentation Adm. Fee  | \$ 82.14    |
| 101-000676000 Reimbursement             | \$ 5,964.54 |

It was the consensus of the board to authorize the treasurer to amend the 2012 miscellaneous revenues in the amount of \$40,975.92 (101-000-677.000).

It was consensus of the board to authorize the treasurer to transfer the following 2013 cost allocation plan monies:

**COST ALLOCATION PLAN**

|                      |                         |
|----------------------|-------------------------|
| Ambulance            | \$ 85,649               |
| Building Department  | 14,013 (When available) |
| F.O.C.               | 2,588                   |
| Wireless 911         | 22,497                  |
| Foreclosure          | 1,388                   |
| D.T.R.               | 66                      |
| MSU EXTENSION        | 5,500                   |
| COUNTY AGING (3 YRS) | 9,603                   |
| LIMESTONE SUMMER     | 21                      |
| Homestead            | <u>137</u>              |
| <b><u>TOTAL</u></b>  | <b>\$ 141,462</b>       |

It was the consensus of the board to authorize the clerk to transfer the following expenditures between the 2012 budgets:

- \*\$954.15 from the Friend of the Court budget into the Board of Commissioners budget
- \*\$668.74 from the Friend of the Court budget into the Motor Pool budget
- \*\$16.79 from the Friend of the Court budget into the Equalization Department budget
- \*\$23.03 from the Computers budget into the Elections Department budget
- \*\$4.05 from the Computers budget into the County Treasurers budget
- \*\$11.05 from the Computers budget into the Airport budget
- \*\$72.98 from the Computers budget into the Medical Examiners budget

\*\$77.02 from the Veterans Affairs budget into the Medical Examiners budget

It was the consensus of the board to authorize the clerk to amend the 2012 expenditures in the amount of \$40,975.92 as follows:

|                           |             |
|---------------------------|-------------|
| *Circuit Court            | \$4,498.16  |
| *Attorneys/Consultants    | \$4,481.25  |
| *District Court           | \$1,960.82  |
| *Probate Court            | \$4,788.55  |
| *County Clerk/ROD         | \$469.54    |
| *Prosecuting Attorney     | \$1,585.57  |
| *Building and Grounds     | \$10,458.05 |
| *Duplicating Account      | \$1,127.43  |
| *Sheriff's Department     | \$1,542.97  |
| *Jail                     | \$3,522.08  |
| *Animal Shelter           | \$363.18    |
| *Veterans Burials         | \$600.00    |
| *Employee Fringe Benefits | \$1,169.00  |
| *Building Codes           | \$15.31     |
| *County Law Library       | \$.03       |
| *Substance Abuse          | \$4,393.98  |

It was the consensus of the board to authorize the treasurer to transfer \$15.31 from the general fund building codes into the building department fund #249.

It was the consensus of the board to authorize the treasurer to transfer \$.03 from the general fund law library into the law library fund #269.

There were no miscellaneous financial matters.

It was the consensus of the board to approve resolution #2013-02 with changes being to replace the wording of Sheriff's Department with Sheriff's Office.

Committee reports were next. Commissioner Rondeau talked about going to the U.P. State Fair meeting. He was impressed at how they had turned around a \$50,000 per year deficit when the fair was being run by the State to having \$153,000 in the bank now that it's being run by the U.P. State Fair Board. Commissioner Mattson spoke on behalf of the budget committee. He believes that the shortfall for the 2012 budget will be approximately \$175,000. This amount may still rise depending on what the auditors choose to do in regards to the last pay period in December. Commissioner VanLandschoot talked about the Industrial Park Board. He said that they have risen their per lot rent from \$100 to \$110 per month. He also gave the names of the businesses who currently occupy space at the Industrial Park. Commissioner Doucette spoke about regional government. He said that at one time there had been meetings that consisted of members of townships, city, road commission, etc., and that these meetings had fallen by the wayside. It gave all entities an opportunity to know what was going on and to potentially save money on using combined services. He would like to see about the possibility of getting these meetings going again. Commissioner Mattson said he believes that Doug Bovan may have a list of all entities that were involved in these meetings. Commissioner Doucette said he will contact him to see. Commissioner Doucette also made comment on the amount of recent trials. He stated that an indigent defense bill was going to be coming from Lansing again, and that it would hurt all of Michigan's small counties. MAC (Michigan Association of Counties) has requested that all departments figure their costs pertaining to trials, i.e. housing, transport, defense attorneys, and anything that is attributed to trial costs. These amounts will then be totaled and turned into MAC, which in turn may help small counties such as ours.

Correspondence was read and will be placed in the file.

Board comments were next. Commissioner Rondeau spoke about being bothered by the gun deal and the lack of questions that are being answered by the Senate. Commissioner Rondeau also stated that there were some things starting to come out about what they were going to do with the State Farm, but at this time he is unsure of them. Commissioners Mattson, VanLandschoot, and Doucette took the opportunity to thank the two commissioners from Hillsdale County for stopping in at our meeting.

Staff comments were next. Sheriff Hughes spoke briefly about the Obamacare that would become effective in 2014 and a recent webinar concerning this that was attended by members of the insurance committee. He said that they have already begun working on some of the issues that Obamacare would create for us.

Public comment session was open. Hillsdale Commissioners Weldon and Burtka thanked the board for allowing them to sit in at the meeting. They also said that they could relate to the problems that Alger County was going through as they are facing the same thing down there. Their building department's annual report came in almost identical to ours, and they are looking at about the same 2012 budget short fall that we are. They too, are falling behind due to the unfunded state mandates. There was no other public comment from the floor; thus, the public comment session was closed.

This meeting is now adjourned at 6:02 p.m.

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Jerry Doucette, Chairman  
Alger County Board of Commissioners

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Mary Ann Froberg  
Alger County Clerk