

Approved 10-18-16

**DELTA COUNTY BOARD OF COMMISSIONERS MEETING  
October 11, 2016**

Escanaba, Michigan

A Statutory meeting of the Delta County Board of Commissioners was held this date, pursuant to the following call:

October 6, 2016

The Honorable Members of the Delta  
County Board of Commissioners

Dear Commissioners:

A Statutory Meeting of the Delta County Board of Commissioners is scheduled for Tuesday October 11, 2016, at 5:15 p.m. in the Public Health Boardroom of the Delta County Service Center.

Sincerely yours,  
Nancy J. Kolich  
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Johnson, Malnar, Moyle, and Rivard.

EXCUSED: Commissioner Harrington.

The meeting was called to order at 5:15 p.m. in the Public Health Boardroom of the Delta County Service Center by Delta County Clerk, Nancy Kolich.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner Moyle and seconded by Commissioner Malnar to approve the minutes of the October 4, 2016 meeting. MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Malnar and seconded by Commissioner Moyle to approve the agenda as presented. MOTION CARRIED.

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

- A. Received: No communications were received.
- B. Forwarded: No communications were forwarded.

VIII. REPORTS OF STANDING AND STATUTORY SPECIAL COMMITTEES AND OTHERS

VIII. PUBLIC COMMENT ON AGENDA ITEMS

None.

X. COMMITTEE REPORTS:

1. Administrator's Report.

Working on end-of year financial work to be in good shape for our audit. The General Fund, Road Patrol Fund, and Airport (minus energy) will all add fund balance. We should come out of this year stronger financially, while also re-investing in our infrastructure through the energy project.

In the coming months, we will work with MERS on potentially restructuring funding of our pension payment plan. May include us contributing from fund balance upfront—Only improves our net position.

Inspector positions in Building and Zoning. Jim Shapy has been the plumbing/mechanical inspector for several months— Dan has been pleased. Will open up competitively in the next month, and expect him to bid. The Electrical Inspector hinged on a partnership with Menominee, who just lost their Administrator—on standby on that one. Want to continue the strong relationship with Menominee on B&Z with their next Administrator.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to receive the Administrator's Report and place on file. MOTION CARRIED.

2. Personnel minutes of 10-10-16.

1. Assistant to the Prosecutor - Job Description.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to approve the job description and title of the Legal Assistant to the Prosecuting Attorney, as presented. MOTION CARRIED.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to receive the Personnel minutes of 10-10-16 and place on file. MOTION CARRIED.

X. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Payment of Bills.

Moved by Commissioner Malnar and seconded by Commissioner Moyle to approve payment of the bills in the amount of \$4,117,237.14 and Commissioners expenses in the amount of \$88.64. MOTION CARRIED.

2. Courthouse Security Discussion.

a. Recap of 2015/16 Security Improvements.

Added security room for courthouse security officer, additional security cameras, and added a half wall to the staircase by Circuit Court.

b. Single Point of Entry.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to move to a single point of entry (front entry) for the Courthouse starting November 2016.

|           |            |        |
|-----------|------------|--------|
| ROLL CALL | MALNAR     | YES    |
|           | JOHNSON    | YES    |
|           | MOYLE      | YES    |
|           | RIVARD     | YES    |
|           | HARRINGTON | ABSENT |

MOTION CARRIED.

c. Deputy Hours/Metal Detectors.

Judge Parks' letter requesting an additional security officer for the Courthouse. The Administrator is looking into whether an officer could be funded part-time or by sharing with Road Patrol.

3. Delta County Equalization Services RFP.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to approve the Competitive RFP for a Level IV Equalization Director to perform required on-site field assessments and other related Equalization services, and to post as presented. MOTION CARRIED.

4. Delta County/City of Escanaba Joint Equalization and Assessor RFP.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to approve the Competitive RFP for a Level IV

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Equalization Director to perform required on-site field assessments and other related Equalization services, and Assessor Services to the City of Escanaba, as presented. MOTION CARRIED.

5. Support for HOME Funding Request

Moved by Commissioner Johnson and seconded by Commissioner Malnar to approve the Letter of Support for the MSHDA HOME Funding project for low-income home rehabilitation in Delta County, as presented. MOTION CARRIED.

6. Sick Leave Donation Request.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to approve the employee sick leave donation request, as presented. MOTION CARRIED.

7. Magistrate Appointment.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to ratify the appointment of Jeana LaCarte as District Court Magistrate. MOTION CARRIED.

8. Resignation of Court Reporter in District Court.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to send a Resolution to Jodi Schwalbach thanking her for her 27 years of service to Delta County. MOTION CARRIED.

XII. PUBLIC COMMENT

Connie Friets, current AFSCME President, introduced Cara Brockway, the incoming AFSCME President to the Board. Connie will become the Chapter Chair.

Theresa Nelson, Commissioner-elect, suggested getting the information regarding the closing of the west entrance of the courthouse in the Community Action newsletter and Mrs. McGuire's newspaper.

XIII. COMMISSIONERS CONCERNS

Commissioner Johnson: None.

Commissioner Malnar: None.

Commissioner Moyle: None.

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Commissioner Rivard: Wished Jodi Schwalbach the best in her new job.

Commissioner Harrington: None.

XIV. MEETING SCHEDULE

|                           |           |                |
|---------------------------|-----------|----------------|
| October 18 <sup>th</sup>  | 5:15 p.m. | Board meeting. |
| November 1 <sup>st</sup>  | 5:15 p.m. | Board meeting. |
| November 15 <sup>th</sup> | 5:15 p.m. | Board meeting. |

XV. NOTICES

30 day Notice of Appointments.

XVI. ADJOURNMENT

Moved by Commissioner Moyle and seconded by Commissioner Malnar to adjourn at 6:20 p.m.

Respectfully Submitted,

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Nancy J. Kolich, County Clerk

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David J. Rivard, Vice-Chair