

LAKE COUNTY BOARD OF COMMISSIONERS
Regular Meeting
February 27, 2013
10:30 a.m.

Chairman Walls called the meeting to order at 10:30 a.m.

Commissioner Myers gave the prayer and the Pledge of Allegiance was said.

Deputy Clerk Lori DeWolf called the roll with the following Commissioners present:

Dan Sloan, Barb Stenger, Colleen Carrington-Atkins, Sandy Clarke, John Fairbanks, Robert Myers and Karl Walls.

There were no Commissioners absent.

Commissioner Fairbanks moved that the agenda be approved as presented, seconded by Commissioner Myers, and by voice vote carried.

Commissioner Fairbanks moved that the minutes from the February 13, 2013 regular meeting be approved as presented seconded by Commissioner Clarke and by voice vote carried.

BRIEF PUBLIC COMMENT – *Limited to 5 minutes each, please!*

Linda VanDolsen, Planning Commission Chair was present and stated the Board is struggling with the Liaison position and what this position should do, could do, etc. She would like to make clarification and define this position and put it in writing.

Commissioner Carrington-Atkins stated the By-Laws say one thing and the Ordinance says something else.

Discussion followed.

Clerk/Register/CFO Myers stated when the Planning Commission was first organized, there was a need for a Liaison, but feels there may not be that need today, but still needs someone that will work with the Commissioners, herself and be somewhat like a secretary/administrative.

Discussion followed regarding waiting to make these amendments so the By-Laws can be reviewed at the next Planning Commission meeting and re-organize.

Clerk/Register/CFO Myers stated the amendment to the Ordinance will need to be published and once it is published, it will be adopted.

Commissioner Sloan stated he would like to see the written documentation on the motion.

Paul Bigford was present and reported and reviewed all who are on the Pere Marquette River Variance Board and who Chairman Walls appointed. Paul reported Mr. Charles Turk was appointed years ago and apparently was taken off as a member and if Chairman Walls would look at the members and the alternates and the fact that Ken Wenzel is listed as an alternate and he is retired.

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Paul reminded the board of the Mason/Lake Conservation dinner and they will be voting on the board, which Lake County has two people on the ticket/ballot.

Commissioner Sloan reported that while looking at the river system and most of Pere Marquette River flows through Yates Township, he is willing to step down and have someone that has more experience be placed on the board.

Commissioner Carrington-Atkins stated she would like to go with Mr. Bigford's recommendation.

Discussion followed.

Chairman Walls accepted Commissioner Sloan's request to step down and appoint Mr. Charles Turk to be on the Pere Marquette River Zoning Variance Board and Commissioner Sloan will replace Ken Wenzel as an alternate and leave Mr. Rick Delamater as an alternate.

Mr. Bigford asked that a letter be sent to Mr. Brian Bury.

PERSONS SCHEDULED TO ADDRESS THE COMMISSIONERS

There was no one scheduled.

COMMITTEE REPORTS

FINANCE

Commissioner Clarke moved for approval for the accounts payable vouchers from the Medical Examiner's office for related deaths in Lake County in the total amount of \$325.00, seconded by Commissioner Myers, roll call vote 7 yes.

Commissioner Clarke moved for approval for the conference and training request from Lake County Sheriff's Department for Detective/Sergeant Brown to attend the Armorer's Course in Farmington, MI March 26, 2013 for registration cost of \$195.00 and meals, \$32.00 for a total of \$227.00, seconded by Commissioner Myers, roll call vote 7 yes.

Commissioner Clarke moved for approval of the conference and training request from the Maintenance Department for Tim Smith and Steve Cassada to attend Pipeline Safety, in Cadillac MI March 12, 2013 with no additional cost to the county, seconded by Commissioner Stenger, roll call vote 7 yes.

Commissioner Clarke moved for approval for the conference and training request from Emergency Management for Michael Applewhite, Dave Sanders and Jim Anderlohr to attend Intro to Emergency Communications Course EC-01, for Region 6 in Muskegon, on various dates of January 28th, February 11th, February 25th, March 18th and April 1st, for an approximate cost of \$350.00, if a personal vehicle is used, seconded by Commissioner Myers, roll call vote 7 yes.

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Commissioner Clarke moved for approval to hire a Lake County employee for MSUe at 30 hours per week with no benefits and to post in the Star Paper for this position as presented by the Personnel Committee, seconded by Commissioner Carrington-Atkins, roll call vote 7 yes.

Commissioner Clarke moved for approval for the purchase requisition from Emergency Management to Lake County Sheriff Department for a 2004 Ford Explorer in the amount of \$1,000.00, seconded by Commissioner Myers.

Discussion followed regarding the need for another vehicle for Emergency Management and the older vehicle either go out for bids or be auctioned.

Mr. Bigford stated Mason/Lake Conservation are looking for vehicles to purchase

Roll call vote 7 yes.

Commissioner Clarke moved for approval for the purchase requisition from Emergency Management to Gingrich Tire for four tires and for them to set and mount them for a total cost of \$511.80, seconded by Commissioner Myers, roll call vote 6 yes and 1 NO Commissioner Fairbanks.

Commissioner Clarke moved for approval for the purchase requisition from Emergency Management to Drew Wireless for the installation of a radio, modem, computer, mounts and others for a total cost of \$500.00, this being the ancillary equipment for the Emergency Management vehicle, seconded by Commissioner Stenger.

Linda VanDolsen stated the cost of \$500.00 for Drew Wireless to transfer is a very reasonable cost.

Roll call vote 7 yes.

Discussion followed regarding the Emergency Management vehicles and once the newest vehicle is ready to be on the road and there are no issues, the older vehicle should be taken to auction or put up for bids.

Clerk/Register/CFO Myers reported to Mr. Bigford that West Michigan Community Mental Health are always selling their vehicles and Paul should contact Mr. VandenHuevel.

Commissioner Sloan moved for approval that the old Emergency Management vehicle go to auction or sell, whichever is the best solution for the County and to be as soon as possible once the newer vehicle is in operation, seconded by Commissioner Myers, roll call vote 7 yes.

Discussion followed regarding us using local businesses to purchase such items as tires, etc.

Commissioner Clarke moved for approval of the payment of bills by fund as follows:

General Fund	\$	156,685.32
Road Patrol	\$	6,269.40
E911	\$	14,458.35

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RRP Center	\$	54,009.95
Friend of the Court	\$	28.13
Council on Aging	\$	54,558.00
Building Inspection Department	\$	2,578.80
Reg. of Deeds Automation Fund	\$	10.00
Law Library	\$	92.50
CDBG Housing Program	\$	932.07
Child Care-Probate	\$	15,251.24
Veterans Trust	\$	650.00
D.H.S. Building	\$	285.12
Commissary Fund	\$	10,578.42

GRAND TOTAL \$ 316,387.30

Seconded by Commissioner Myers.

There were several questions which were answered.

Chairman Walls reported on several vouchers from the Medical Examiners which are from 2012 and at this time can't be paid from 2012 only 2013 and at this time there is not a signed contract and will need to review all this and possibly make some changes.

Discussion followed.

Roll call vote 7 yes.

PERSONNEL

Commissioner Clarke reported the committee discussed that when Dave Sanders moves to the 911 Director's position April 1, 2013 along with adding to his title IT Coordinator and hire a 911 Deputy Director. She also reported the Equalization Director's position was discussed and this notice will be posted and the MSUe position was discussed to work 30 hours per week with no benefits.

Commissioner Carrington-Atkins stated a personnel meeting is scheduled for March 5 to discuss the option Dave Sanders brought to the board.

Chairman Walls stated that once all is discussed the Personnel Committee will report at the next Board of Commissioners Meeting and will take all into consideration and make decisions that would be best for the County.

AGENCY REPORTS

AREA AGENCY ON AGING

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Commissioner Carrington-Atkins reported Department of Human Services and Federal Government are moving forward with integrating Medicare and Medicaid and Lake County is not included in the first group as Area Agency on Aging will have the opportunity to meet and see if this is beneficial.

BUILDING AUTHORITY

Commissioner Myers reported that at their last meeting they reviewed the new EMS building and all was hoping it would be completed by February 28th, but it will be taking a bit longer. The board discussed the new Road Officers building and what to build and where. Dave Sanders was at the meeting and explained what it would take to move all their equipment and it would cost under \$5000.00.

The Board recessed for lunch at 11:52 a.m.

The Board reconvened at 1:15 p.m.

The Planning Commission Ordinance #25 Amendment was discussed with Commissioner Carrington-Atkins stating she did not feel there was a rush into making a decision today. She also stated it should be taken back to the Planning Commission for discussion and their opinions, and then bring it to the next Board Meeting.

Discussion followed regarding these committee members being paid and if they go to outside meetings, are they also getting paid.

AGENCY REPORTS cont.

DISTRICT HEALTH DEPARTMENT #10

Commissioner Clarke reported their annual legislative meeting is April 10th; Lake County received \$60,000 from an area grant Northern Michigan Substance Abuse which is to be used for substance abuse. Commissioner Clarke reported prescriptions are the second most abused drug, 35% of expected mothers in Lake County smoke.

Discussion followed regarding the grant funding.

Commissioner Clarke reported there will be an opening for the director July 1, 2013; seniors have options to have their prescriptions filled at Wal-Mart with \$4.00 co-pay; April 1st is open enrollment for Plan A, free colon screenings for those individuals between the age of 50 – 64, with income limit for both men and women along with free mammograms, with an age limit and income limit.

PERSONS SCHEDULED TO ADDRESS THE COMMISSIONERS

Jeff Stockhill, Life EMS and Mark Meijer were present to review the 4th quarter report October – December 2012.

Mr. Stockhill reported there were more transports than 4th quarter 2011 and remains actively involved with Lakola Medical Control and Life EMS received the 2012 Michigan Rural Health Quality

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Improvement Award, which we are very proud of. Jeff reported that on January 21 and 22, site reviewers from the Commission on Accreditation of Ambulance Services (CAAS) visited the Baldwin Base and had an opportunity to talk with associates and he is pleased to report they found zero deficiencies and gave all of the Life EMS operations 100% score.

Mr. Meijer explained the site inspections and how important they are.

Discussion followed regarding response time in the 4th quarter.

Questions and answers followed.

Mr. Stockhill stated Life EMS is requesting approval from the board to adjust ambulance fees for services.

A lengthy discussion followed with questions being asked with answers following, and noting this does not affect the County budget. There were concerns regarding the non-resident fees vs. resident fees.

Commissioner Myers moved for approval to accept the proposed rate changes for Life EMS ambulance fees for services as presented by Life EMS and the amendment to Addendum 1, seconded by Commissioner Fairbanks.

Commissioner Sloan stated he will support this motion, but still has concerns with the non-resident rates.

Commissioner Carrington-Atkins stated she wished a distinction could be made between the “Correction to these minutes from the 3/13/13 meeting as follows”, (to add “seasonal”) residents and non-residents.

Discussion followed.

Roll call vote 7 yes.

Discussion followed regarding membership forms for ambulance services.

AGENCY REPORTS cont.

FIVECAP

Commissioner Stenger reported that she meet with Mary Trucks and is looking forward to their meetings.

HOUSING

Commissioner Clarke reported it’s time to close the books and back in 2010 when the CDGB grant came here to Lake County there was to have leveraged and this did not happen from 2010-2012.

Commissioner Clarke reported on the projects and issues that are occurring.

LAKE COUNTY FAMILY & YOUTH PROGRAMS

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Commissioner Sloan reported Mr. Hopkins was told he could not be chair of this committee due to his hours being cut. They discussed ongoing programs and may try to have an Easter Egg Hunt. Clean up issues were discussed and the one building that was approved to be demolished along with a house and garage and discussing this with Webber Fire Department and if they would like to do as an exercise. The Community Garden was discussed along with Planning Commission looking for a recreation trail.

MENTAL HEALTH

Chairman Walls reported CMH wants to move forward to purchasing the Baldwin Building.

Clerk/Register/CFO Myers reported this will be discussed at the Properties meeting Monday 3/4/13.

MICHIGAN ASSOCIATION OF COUNTIES – SUB COMMITTEES

• **ECONOMIC AND TAXATION**

Commissioner Myers reported there were a few issues discussed at the meeting such as, 4 bills and the ORV with legislation at the State level to open all roads.

Discussion followed.

CORRESPONDENCE – *see attachment “A”*

Item #4 Commissioner Stenger thanked Clerk/Register/CFO Myers for writing the letter to Jared Schulman.

Discussion followed regarding options for high speed internet, fiber optic, etc.

APPOINTMENTS

There were no appointments.

CFO REPORT

CFO Myers was present to report on the following:

1. Budget Amendment #9926 and #9929

Commissioner Sloan moved for approval for Budget Amendment #9926 and # 9929 as follows:

BA #9926				
Debit	211-362.00-702.037	Credit	211-362.00-977.001	\$875.00
Debit	101-351.00-702.037	Credit	101-351.00-980.000	\$1,750.00
Description:	for the purchase of required tasers for jail, RRP and Courthouse.			

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BA #9929

Debit 207-301.00-981.002 Credit 207-901.00-981.002 \$5,000.00
Description: for the purpose of the elimination of dual line items within one budget.

Seconded by Commissioner Clarke, roll call vote 7 yes.

OLD BUSINESS

There was none at this meeting.

NEW BUSINESS

Clerk/Register/CFO Myers reported that she has received several emails from other counties on how county employees that are exempt on how they are handled, such as over time and court employees and she has sent an email that she would like to discuss at the MAC meeting with other counties.

RESOLUTIONS/PROCLAMATIONS – see attachment “B” and “C”

Clerk/Register/CFO Myers explained that in our Plan Document with MERS, employees have to work 10 days in a month, to receive MERS retirement benefits.

Discussion followed.

Commissioner Fairbanks moved for approval for the MERS Resolution as presented, seconded by Commissioner Myers, roll call vote 7 yes.

Clerk/Register/CFO Myers presented another resolution that affects the days’ work vs. how many hours worked in a month to be eligible for MERS Retirement. She continued to report this matches the Non-Union Personnel Policy

Commissioner Myers moved for approval for the MERS Resolution as presented, seconded by Commissioner Stenger, roll call vote 7 yes.

Clerk Myers reported an employee is requesting to apply for Additional Credit Service and the Board of Commissioners would need to approve the resolution for such.

Commissioner Carrington-Atkins moved for approval for the Application for Additional Credited Service for a current county employee, seconded by Commissioner Sloan, roll call vote 7 yes.

Discussion followed regarding the MERS Plan Document.

BRIEF PUBLIC COMMENT – *Limited to 5 minutes each, please!*

There was no one present who wished to speak.

COMMISSIONERS PERSONAL PRIVILEGES

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Commissioner Stenger stated that when it comes to resident and non-residents and there is an emergency, there should not be a difference in cost.

Commissioner Fairbanks stated he would like to see more activity and programs in Lake County that would bring in money in this community as there are grounds, land and trails to do this.

Commissioner Sloan agrees with what Commissioner Fairbanks is saying, but the Lake County Youth Park is non-motorized. We could go with ORV's to bring in another festival and discuss with Webber Township.

Discussion followed.

Commissioner Carrington-Atkins reported this February is Black History Month and she found pamphlets for a "Walk to Freedom" from June 23, 1963.

There being no further business, the meeting was adjourned.

Lori R. DeWolf, Deputy Clerk

Karl Walls, Chairman of the Board

NUMBERED CORRESPONDENCE

- #1 Letter From Carl Levin- January 29, 2013
- #2 MAC Legislative Update – February 15, 2013
- #3 WMSRDC- February 19, 2013
- #4 Letter To Jared Schulman From Shelly Myers- February 20, 2013
- #5 WMSRDC- February 21, 2013
- #6 MAC Legislative Update- February 25, 2013

RESOLUTION FOR DEFINING A DAY OF WORK OR
HOURS PER MONTH FOR MERS RETIREMENT PURPOSES



Note: To adopt the part-time to full-time employee service credit program under Plan Document Section 4(6), the governing body must adopt the Uniform Resolution Defining Hours Per Month For Part-Time Employees and Service Credit Conversion Upon Promotion to Full-Time Status.

In accordance with Section 3(1) of the MERS Plan Document, as the Lake County
Board of Commissioners Lake County 4301
(Governing Body) (Municipality)

does hereby certify that a day of work, or the number of hours of work in a month, for

Non-Union #11 for retirement purposes, shall
(Indicate all employees or division name and number)

consist of one of the following to be effective as of March 1, 2013.
(Date)

(Please complete either A or B)

- A. _____ A day shall consist of _____ hours.
(Ten (10) days a month of such work days equals one month of credited service.)
- B. X A month shall consist of 150 hours.
(Each month of such work hours equals one month of credited service.)

I hereby certify that the above is a true copy of a Resolution adopted at the meeting of the governing body held on February 27, 2013.
(Date)

Shelly Myers Clerk/Register/CFO
(Signature of Authorized Official) (Title)

RETURN TO: Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, MI 48917

RESOLUTION TO EXCLUDE TEMPORARY EMPLOYEES FROM
MEMBERSHIP IN MERS UNDER PLAN DOCUMENT SECTION 3(2)



TEMPORARY EMPLOYEES who are employed in a position normally requiring less than a total of 12 whole months of work in the position may be excluded by Resolution of the Governing Body from membership in the Municipal Employees' Retirement System (MERS). Temporary employees must be notified in writing by the participating municipality that they are excluded from membership. In accordance with Section 3(2) of the MERS Plan Document, the Lake County Board of Commissioners of Lake County 4301, (Governing Body) (name of Participating Municipality) (Municipality #) formally elects to EXCLUDE effective March 1st*, 2013, all employees (Month) *Effective date must be on the first (1st) in positions requiring less than a total of 12 whole months of work in the position, in these Divisions:

All Divisions

OR

Divisions Non-Union #11 (specify by Division Name and Number)

I hereby certify that the above is a true copy of a Resolution adopted at the meeting of the governing body held on February 27, 2013. (Date)


(Signature of Authorized Official)

Clerk/Register/CFO
(Title)