

**MINUTES**  
**JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING**  
**January 18, 2011**  
**7:00 p.m.**  
**County Commission Chambers**

1. **CALL TO ORDER** – *Chairman Steve Shotwell*
2. **INVOCATION** – *by Commissioner Dave Lutchka*
3. **PLEDGE OF ALLEGIANCE** – *by Chairman Steve Shotwell*
4. **ROLL CALL** – *County Clerk Amanda Riska*

(12) Present. Commissioners Herl, Lutchka, Rice, Duckham, Alexander, Videto, Mahoney, Williams, Smith, Way, Elwell, and Shotwell.

5. **APPROVAL OF AGENDA**

*Moved by Mahoney, supported by Duckham for Approval of the Agenda.* Motion carried unanimously.

6. **AWARDS & RECOGNITIONS** – None.

7. **COMMUNICATIONS/PETITIONS** – None.

8. **SPECIAL ORDERS/PUBLIC HEARINGS** – None.

9. **PUBLIC COMMENTS**

Amanda Keyser expressed concern over the Animal Control Ordinance revisions.

10. **SPECIAL MEETINGS OF STANDING COMMITTEES**

A. **County Policy Committee**

1. **Revisions to Animal Control and Protection Ordinance**

The meeting adjourned briefly to allow for the members of the County Policy Committee to meet.

11. **MINUTES** - Minutes of the 12/14/10 Regular Meeting of the Jackson County Board of Commissioners

*Moved by Mahoney, supported by Williams to Approve the Minutes of the 12/14/10 Regular Meeting of the Jackson County Board of Commissioners.* Motion carried unanimously.

12. **CONSENT AGENDA**

*Moved by Herl, supported by Lutchka for Approval of the Consent Agenda.* Roll Call: (12) Yeas. Motion carried unanimously.

A. **County Policy**

1. **Revised Board Rule Policies 4040, 4070, 4080, 4090**

B. **County Affairs & Agencies**

1. **Resolution (01-11.5) Authorizing the County Board of Commissioners Chair, James E. Shotwell, Jr., to Sign MDOT Contract #2011-0084, Development of Engineering Plans for Construction of a Snow Removal Equipment (SRE) Facility; with Development of Engineering Plans for SRE Site Work and Access Road Construction**
2. **Award of Contract for Court Appointed Attorneys – Probate Court**
3. **Resolution (01-11.4) Authorizing the Jackson County Interim Administrator/ Controller to Approve and Sign Remonumentation Grant Contracts**

C. **Human Services – None.**

D. **Personnel & Finance**

4. **Airport – Reduce FTE by .25**
5. **Sheriff's Office - Increase the Full-Time Equivalent (FTE) count in Organizational Key 101301 (County Sheriff) by 1 FTE**
6. **Register of Deeds Position Elimination/Addition**
7. **Claims dated 12/1/10 – 12/31/10**

13. **STANDING COMMITTEES**

A. **County Policy – Commissioner Dave Elwell**

1. **Revisions to Animal Control and Protection Ordinance**

*Moved by Duckham, supported by Mahoney to Approve the 1<sup>st</sup> Reading of the Revised Animal Control and Protection Ordinance.* Motion carried unanimously.

B. **County Affairs & Agencies – Commissioner Dave Lutchka**

1. **Appointments**

- a. **South Central Michigan Works!**, two Commissioner members (one main and one alternate), terms to 1/2011

Cmr. Lutchka stated that the committee recommended Pat Smith as the main member and Julie Alexander as the alternate. No other nominations from the floor. **Pat Smith (main member) and Julie Alexander (alternate) appointed.**

**C. Human Services – Commissioner Jon Williams**

**1. NSP3 Action Plan for Jackson County**

*Moved by Williams, supported by Way to Approve NSP3 Plan for Jackson County.*  
Motion carried unanimously.

**D. Personnel and Finance – Commissioner Jim Videto - None.**

**14. UNFINISHED BUSINESS – None.**

**15. NEW BUSINESS**

**A. The Interim Administrator/Controller recommends that the Board of County Commissioners formally move to support the work of the Fair Board in creating a Volunteer Fair Manager position.**

*Moved by Williams, supported by Videto to Approve the Interim Administrator / Controller's recommendation that the Board of County Commissioners support the work of the Fair Board by a creating a Volunteer Fair Manager position.* Motion carried unanimously.

**B. Discussion of Administrator/Controller Search Firm**

Interim Administrator/Controller Adam Brown suggested discussion of the Administrator/Controller Search Firm at the next Board Study Session. Item will be added to the February Study Session Agenda.

**C. 2011 Board Retreat – Presentations will be made by Strategic Goal Chairs**

Presentations were made by the Strategic Goal Chairs.

**16. PUBLIC COMMENTS**

Amanda Keyser asked for consideration for the amended Animal Control Ordinance.

**17. COMMISSIONER COMMENTS**

**18. CLOSED SESSION – None.**

**19. ADJOURNMENT**

Chairman Shotwell adjourned the January 18, 2011 Meeting of the Jackson County Board of Commissioners at 8:35 p.m.

James E. Shotwell – Chairman, Jackson County Board of Commissioners

Amanda L. Riska – County Clerk

Respectfully submitted by Carrienne VanDusseldorp – Chief Deputy County Clerk

**RESOLUTION (01-11.4)**  
**Authorizing the Jackson County Interim Administrator/Controller**  
**to Approve and Sign Remonumentation Grant Contracts**

**WHEREAS**, the County of Jackson contracts with surveyors to perform remonumentation work in the county; and

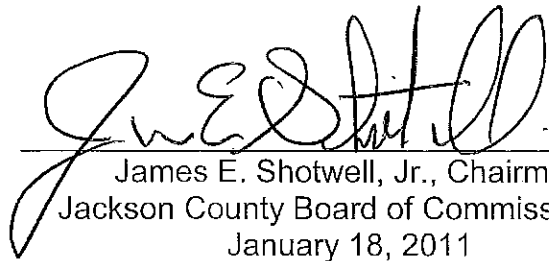
**WHEREAS**, the remonumentation work is funded through grant money from the State of Michigan; and

**WHEREAS**, the County must execute a contract with all monumentation surveyors providing services to the Remonumentation Program; and

**WHEREAS**, all contracts for the Remonumentation Program are to be presented to the County Board of Commissioners for approval and authorization; and

**WHEREAS**, the Jackson County Board of Commissioners can assign the authority to approve and sign such contracts to the Interim Administrator/Controller.

**NOW, THEREFORE, BE IT RESOLVED**, that the Jackson County Board of Commissioners authorizes the Jackson County Interim Administrator/Controller, Adam J. Brown, to approve and sign Remonumentation Program contracts on behalf of the Jackson County Board of Commissioners.

  
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James E. Shotwell, Jr., Chairman  
Jackson County Board of Commissioners  
January 18, 2011

**RESOLUTION (1-11.5)**  
**AUTHORIZING THE COUNTY BOARD OF COMMISSIONERS**  
**CHAIR, James E. Shotwell Jr., TO SIGN MDOT CONTRACT**  
**#2010-0084,**

**Development of Engineering Plans for Construction of a Snow Removal Equipment Facility (SRE),  
and Development of Engineering Plans for SRE Site Work and Access Road Construction**

*WHEREAS*, The FAA has indicated that Runway 6-24 at the Jackson County Airport does not have required "safety areas" at the ends and approaches; and

*WHEREAS*, Because of FAA Runway Safety Requirements, a new Runway 7-25 will be constructed and requires construction design of a replacement Snow Removal Equipment (SRE) Facility, plus airport perimeter access road and SRE site engineering.

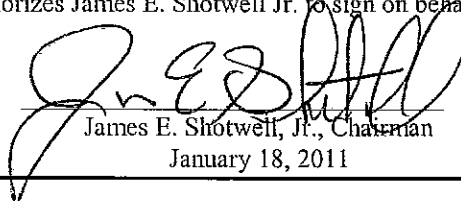
*WHEREAS*, This project is necessary and in the public interest; and

*WHEREAS*, Grant funds in the amount of \$280,000 were allocated by the Michigan Bureau of Aeronautics and Freight Services with an allocation of \$252,000 State and \$28,000 Local match amounts are required to fund these activities; and

*WHEREAS*, The Jackson County Board of Commissioners has legal authority to approve this resolution and sponsor contract; and

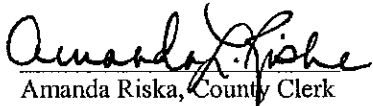
*WHEREAS*, James E. Shotwell, Jr., is the Chairman of the Jackson County Board of Commissioners and has authority to sign such resolution and sponsor contract; and

*NOW, THEREFORE, BE IT RESOLVED*, that the Jackson County Board of Commissioners approves of the referenced grant and contract authorizes James E. Shotwell Jr. to sign on behalf of the Jackson County Board of Commissioners.

  
James E. Shotwell, Jr., Chairman  
January 18, 2011

STATE OF MICHIGAN            )  
  ) ss.  
COUNTY OF JACKSON        )

I, Amanda Riska, the duly qualified and acting Clerk of the County of Jackson, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners of the County of Jackson, State of Michigan, at a regular meeting held on January 18, 2011 at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

  
Amanda Riska, County Clerk

Date: 1-27-2011