

**Jackson County Board of Commissioners Meetings Minutes**  
**November 20, 2001 - Regular Meeting**  
**Jackson County Commissioners Chambers: 6:30 p.m.**

**CALL TO ORDER:**

Chairman Robert Lacinski called the November 20, 2001 meeting of the Jackson County Board of Commissioners to order at 6:31 p.m.

**INVOCATION:**

Janet Rochefort

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Present (13) Mahoney-Sherrod, McNitt, Rice, Baum, DeForest, Reynolds, Herl, Elwell, Pascal, Beardslee, Brittain, Day, & Lacinski. Absent: (2) Adams & Thulin

**APPROVAL OF AGENDA:**

Before Lacinski entertained a motion to Approve the Agenda the following changes were made. Number 9D, the Technology Goals Team Report will be delayed. Number 11 Special Meeting of the Standing Committees – County Agencies will meet under this heading, and 13.A1 is stricken. *Moved by McNitt supported by Brittain to Approve the Agenda.* Motion carried.

**CLOSED SESSION TO DISCUSS NEGOTIATIONS:**

*Moved by Baum supported by DeForest to go into Closed Session to Discuss Negotiations.* Motion carried. The Jackson County Board of Commissioners went into Closed Session at 6:38 p.m.

*Moved by Mahoney-Sherrod supported by McNitt to return to Open Session.* Motion carried.

The Jackson County Board of Commissioners returned to Open Session at 7:06 p.m.

**AWARDS & RECOGNITION'S:**

A. Employee of the Month of November Team Award to the Human Resources Support Staff-Pam Mastrangelo, Pat Reilly, Libby Sifers, Cathy Smith, Karen Tucker. Presented by Chairman Robert Lacinski with remarks by Ruth Pozner, Director, Human Resources.

B. Presentation of Prosecuting Attorney Employee Recognition Award to Dale Markiewicz for Coordinating a Bully-proof Jackson County Schools Program Presented by John McBain.

**COMMUNICATIONS & PETITIONS:**

None

**SPECIAL ORDERS/PUBLIC HEARINGS**

A. Public Hearing on an Amendment to the County's Brownfield Redevelopment Plan to Include Therein Tax Capture on the Former MIHI Property Site. No comment. This Public Hearing Closed at 7:16.

Since it was not time for the next Public Hearing, Lacinski moved on to item 11-Special Meeting of the Standing Committees.

**SPECIAL MEETINGS OF STANDING COMMITTEES:**

**County Agencies**

**CONSENT AGENDA ITEMS:**

*Moved by McNitt supported by Herl to Approve the Consent Agenda items A through V as contained in the following Consent Agenda list:*

A. **Approve the Minutes of the October 16, 2001 Regular Board Meeting**

**COUNTY AFFAIRS:**

B. Give first reading to an increase in the Fleet Garage hourly service rate from \$24 to \$28, plus 10% on parts, for Blackman Township Public Safety

C. Award the bid for the new play structure, installation, and site furniture for the Swain's Lake County Park Improvement Project to Engan-Tooley-Doyle & Associates in the amount of \$56,248 with funds to come from the State, County and Parks Department

**COUNTY AGENCIES:**

D. Approve the Township of Summit's Support and Emergency Operations Plan

E. Approve the Sheriff's Summit Township contract extension, consisting of a four-year continuation of the present agreement with a 3% per year increase

**HUMAN SERVICES:**

**PERSONNEL & FINANCE:**

F. Approve the Register of Deeds' revenue budget adjustments of \$133,000

G. Approve the Park's budget adjustments which adjust year-end revenue and expense accounts

H. Approve the Airport's revenue and expense budget adjustments of \$23,167

I. Approve the Fair's budget adjustments to bring the budget in line and lower total expenses for 2001 by \$100,000

J. Approve the Sheriff Department's purchase of up to 17 in-car video camera units from Mobile-Vision, Inc. in the amount of \$71,940 with funds to come from grant dollars

K. Approve the Sheriff Department's budget adjustments

L. Approve the County Clerk's budget adjustments

M. Approve District Court's request for \$140.00 in petty cash to use as beginning cash for their two new cash registers

N. Approve the Circuit/Family Court's budget adjustment to the Elected Officials salary line item in the amount of \$16,272

O. Approve the renewal of Friend of the Court's CAA Welfare to Work Program Non-custodial Parents Grant Agreement for the period from October 1, 2001 through September 30, 2002

P. Approve the FOC budget adjustment transferring \$13,000 from the Contractual Services line to the Postage line to cover year-end postage costs

Q. Approve the Prosecuting Attorney's receipt of the Community Gun Violence Prosecution Program Grant of \$110,954 over a three-year period, requiring a County match of \$29,526, for a total program budget of \$140,480, which will enable the hiring of a dedicated full-time Assistant

**Prosecuting Attorney who will concentrate on gun crime, with the 2002 local match of \$8,460 coming from the Contingency Account**

- R. Approve the Prosecuting Attorney's budget adjustments
- S. Approve the Department on Aging budget adjustments
- T. Grant authorization to the Department on Aging to apply for CDBG grant funds
- U. Approve new Personnel Policy No. 3330 on Identification Badges which includes wording that the policy applies to elected officials also**
- V. Approve the miscellaneous budget adjustments as prepared by the Deputy County Administrator

#### **SPECIAL ORDER/PUBLIC HEARINGS**

B. Public Hearing Regarding the County's Application for CDBG Funds for Housing Rehabilitation. Dawn Flynn, the Energy and Housing Manager for the Community Action Agency offered to answer any questions, but there were no questions. This Public Hearing ended at 7:21 p.m.

Since it was not time for the next Public Hearing, Lacinski moved on to item 13 Standing Committee Reports.

#### **STANDING COMMITTEE REPORTS:**

##### **A. County Affairs**

2) *Moved by Day supported by Reynolds to Adopt a Resolution Approving the Brownfield Plan, which Modifies the County's Plan to Include the Former MIHI Property.* Roll call: (13) Yeas. Motion carried unanimously.

##### **C. Human Services**

1) *Moved by Deforest supported by Herl to Adopt a Resolution Approving Application for 2002 Michigan CDBG Housing Rehabilitation Funds.* Roll call: (13) Yeas. Motion carried unanimously.

D. Budget Public Hearing. Lauren Grinage, a member of the FIA Board thanked the committee and Mahoney-Sherrod for raising their allocation. Mr. Grinage asked the Board to consider increasing the \$29,000. In the past they had asked for \$45,000 and been given \$40,000. Mr. Grinage asked the Board to please increase to \$45,000. Between \$50 and \$75 million passes through FIA and Social Services. Most of these funds are restricted and come from the State & Federal Government. Any excess money as been used for people who have demonstrated a need, but are unable to meet the criteria of the State and Federal guidelines.

Mr. Grinage indicated that another issue that came up at the appeal was that these are State employees. Why should we provide an employee appreciation dinner and training for State Employees? Mr. Grinage feels these dinners are very beneficial. Only 10 did not appear out of 150 employees and he received much positive feedback. These people work hard and they go above and beyond. The County does it for their employees. Another point that Mr. Grinage made was that the FIA serves Jackson County, they don't go to different parts of the State. During the 19 working days in September 5,439 people passed through the lobby. That is an average 280 people per day. We cannot use State and Federal Funds for these things, so Mr. Grinage asked the Board to consider the people that the FIA serves and take the allocation back to the \$40,000 it has been in the past from the \$29,000 that is recommended tonight.

Tiffany Girard Executive Director of the Jackson County Fair Housing Center informed the Board know that she is looking forward to the possibility of developing a partnership with the County regarding the efforts to further fair housing in the County. Ms. Girard offered to answer questions but there were no questions. Public Hearing closed at 7:29 p.m.

#### **PUBLIC COMMENT:**

Janet Rochefort updated the Board on the All Seasons. They were scheduled for an eviction hearing in Judge Hall's court at 9:00 a.m. At 8:58 the attorney for All Seasons came in and presented an argument that the case has been taken to Federal Court and should be removed from District court because of diversity. All Seasons is a

Delaware Corporation. Ms. Rochefort said that the County did nothing against All Seasons, it is just a landowner removing trespassers from their land. Ms. Rochefort called Attorney General Kevin Smith, the attorney associated with this case for 5 years. Under the 11<sup>th</sup> Amendment of the Constitution you cannot take State Government to Federal Court and that is why the State is not in the proceedings. The County is asking for partnership that the State be brought into it and at that point it should return to Circuit Court. Public Comment closed at 7:33 p.m.

#### **9D. Goals Report:**

**Priority Two: Improved Meeting Facilities Infrastructure:** Tom Hutton, Mike Price, & Lee Dempsy. The team has been meeting bimonthly since September 12. There are 17 members on the team. They have developed a mission statement: To develop and implement a long range plan for improvement of County facilities and infrastructure in order to better serve the needs of the public and employees.

The team has also developed the following outline for a Master plan:

1. To assess the potential for consolidating like functions for facilities as part of the planning process for facilities improvement.
2. Consider the advantages to the public and to the departments in centralizing physical location of the departments.
3. Identify and take advantage of opportunities for intergovernmental cooperation in facility and infrastructure improvement.
4. Identify multi-year funding for maintenance and replacement of facilities infrastructure.
5. Recommend time lines for the next several years for facility and infrastructure improvement.
6. Monitor plans for the Medical Care Facility, Health Department, Jail, and the Airport.
7. Survey Departments
8. Identify and remove physical barriers.
9. Anticipate and accommodate for future population.
10. Identify funding.

Lacinski asked if the team was going to be asking for any funding to aid in monitoring the 38 structures and properties of the County. Mr. Hutton stated that they were going to preliminarily request \$2,000 for printing etc.

**Priority Three: Enhance Customer Service with a Service Improvement Plan:** Randy Treacher, Betty Jo Deforest Randy indicated that back in 1994 the Board approved the initiative called County Quality 1 (CQ1). A movement where we involve as many employees of Jackson County in the management of Jackson County in a variety of ways; workplace enhancement and safety, etc. The Board has continued CQ1 as a priority for the County and it's employees. Recently the Board has gone one step further and adopted a Service Improvement Plan.

Deforest explained that a Service Improvement Plan is better service to our people. Training programs that include managing customer service improvement, measuring performance bench marking, and service improvement process. Team building will help in strategic planning. This will lead to better customer service and better budgeting concepts for Department. Heads. Lacinski asked about funding. Randy answered that the most substantial is the Service Improvement Person who is not yet in place. This individual is a significant increase. They also have a rigorous training agenda for the next few years for management and line staff. The team will have a better idea about funding after the Service Improvement Person is in place.

**Priority Four: Focus on Healthy Families-** Brian Philson began by explaining that Ted Westmeier was asked to speak to a local faith based organization about the Anthrax scare and has asked to be excused.

Brian Philson reviewed the handout that he had given the Commissioners. The team established a mission statement as follows: "Developing a healthy community by promoting programs and services for families."

Their five objectives are:

1. Improve coordination of existing services devoted to strengthening families in the County.
2. Devote resources and energy on improved prevention services to minimize family problems.
3. Support County employees who wish to volunteer in efforts designed to strengthen families
4. Support Access Jackson – 211 help line.
5. Participate in the Community Report Card initiative as a means of identifying indicators of and monitoring progress toward community well being in Jackson County.

The team feels that two programs currently being planned in the community that meets Objectives 1,2,4, and 5- The "Community Report Card" and "211 Helpline".

The recommendations of the Focus on Healthy Families Team are as follows:

- \$15,000 for the Human Service Coordinating Alliance (HSCA) Community Report Card
- \$10,000 on behalf of the County proper
- \$1,000 each on behalf of each of the following HSCA members: Health Department, Department on Aging, Prosecutor's Office, Probate Court/Family Division, and MSU Extension.
- County Act as a central repository for data.

To support Objective 3, County employees who wish to volunteer in efforts designed to strengthen families the team recommends the following:

- Arrange a Volunteer Fair for County employees similar to the County benefits fair.
- Begin a "Volunteer Spotlight" in the Open Line newsletter
- Encourage Department Heads to allow use of flextime by employees to participate in volunteer activities.
- Include a "Volunteer of the Year" award at the annual County Recognition dinner.

Brittain asked how they would be getting the 211 information to the public. Brian answered that there are breakthrough groups currently working on the 211 plan, such as LifeWays, the United Way and the Health Department. As they get closer to being able to staff the telephones 24/7 they have a plan in place for educating the public.

McNitt asked what will be on Community Report Card and how long will it take to get results? Brian replied that there would be Quality of Life Indicators for the County. Deforest added that they intend to find out what is going on in Human Service Area in County and put it in a Report Card to find any redundancy and additional needs. It is a collaborative effort of the Human Service agencies and they are asking that the County act as overseers.

Chet indicated that he sat in on the early stages of the project and there are several Counties that currently have the same type of project. They visited Kent County to see how the project was handled. There is a vendor that they are going to contract with to perform the service. The key is the follow up the next year in the areas that we have been focusing our money to see if there is improvement. If they do find problems, they can be addressed and improved.

Pascal commented about Quality of Life Items such as housing, employment, recreation and schools. These present an attractive picture of Jackson County to draw business.

**Priority Five: Promote Economic Development:** Jan Rochefort handed out an information sheet. Their mission statement is as follows: "To continue to support economic development for the purpose of obtaining and retaining healthy families and employment in Jackson County.

Their goals are as follows:

- To have a land inventory of all properties owned by Jackson County including the Road Commission.
- Have all deeds of those properties in the County Administrators office
- Have knowledge of all restrictions (reverted clauses, etc.)
- Establish a wetland banking program
- To work with other partners in the public and private sector to access the need for a lobbyist
- To work in conjunction with the City of Jackson with a grant writer.

The Economic Development team will be asking for \$10,000. Janet said "let it be noted that I was the quickest".

#### **STANDING COMMITTEE REPORTS:**

##### **E. County Agencies**

**1) Moved by McNitt supported by Reynolds Pursuant to the Public Hearing Held on August 14, 2001, to give final approval to the Administrative Findings Resolution and the Jackson County E 9-1-1 Final Service Plan enabling deployment of Phase II 911 enhanced services from Commercial Mobile Radio Service Suppliers, which include cellular phone service companies.** Roll call (13) Yeas. Motion carried unanimously.

McNitt also added that we currently have 35 inmates boarded out and costs are up to \$149,705.

##### **F. Human Services**

**1) Moved by Deforest supported by Herl to Adopt a Resolution Approving Applications for 2002 Michigan CDBG Housing Rehabilitation Funds.** Roll call: (13) Yeas. Motion carried unanimously.

##### **G. Personnel & Finance:**

**1) Moved by Mahoney-Sherrod supported by Deforest to approve the 2002 "Lump Sum" budget in the amount of \$3,906,403, or \$325,534 a month, for operation and maintenance of the Resource Recovery Facility.** Motion carried.

**2) Moved by Mahoney-Sherrod supported by Reynolds to approve the 2002 Enterprise Fund budget for the Resource Recovery Facility.** Motion carried.

**3) Moved by Mahoney-Sherrod supported by Reynolds to adopt a resolution to establish and provide for the Village of Parma a water supply system and to authorize filing of notice of intent to issue an obligation with the Michigan Department of Treasury for the related County bond issues.** Roll call: (13) Yeas. Motion carried unanimously.

**4) Moved by Mahoney-Sherrod supported by Baum to approve the 9-1-1 Service Agreement between the City and County in which the County will retain the City's 4% operational surcharge in addition to a reimbursement from the City for services provided under the Agreement in the annual amounts listed in the Agreement for a period of five years with subsequent years' rates being negotiated between the parties.** Motion carried.

**5) Moved by Mahoney-Sherrod supported by Deforest to adopt a resolution extending the duration of Jackson County's LifeWays Mental Health Authority and retaining all other terms and conditions of the original 1997 resolution.** Roll call: (13) Yeas. Motion carried unanimously.

**6) Moved by Mahoney-Sherrod supported by Beardslee to approve the Deferred Retirement Option (DROP) Plan.** Motion carried.

**7) Moved by Mahoney-Sherrod supported by Elwell to approve the nonunion wage/fringe adjustment for 2002 which includes a 3% annual wage adjustment, implementation of the Deferred Retirement Option Plan, modification to Cafeteria Plan Drug Riders (\$3, \$5, \$10 to \$5, \$10, \$20), ability to elect new Cafeteria Plan options (changes effective 01/01/02), with all other fringe benefits to remain status quo.** Motion carried.

**8) Moved by Mahoney-Sherrod supported by Reynolds to approve the Elected Officials wages and fringes for 2002 which include a 3% annual wage adjustment, implementation of the Deferred Retirement Option Plan, modification to Cafeteria Plan Drug Riders (\$3, \$5, \$10 to \$5, \$10, \$20), ability to elect new Cafeteria Plan options (changes effective 01/01/02), with all other fringe benefits to remain status quo.** Brittain requested a roll call vote. Herl indicated that the Treasurers wages had been discussed in Personnel & Finance and it was suggested that her wages should be equivalent to the Clerk's wages. **Moved by Herl supported by to amend the motion to include raising the Treasurer's wage to \$62,207.** Moved by Rice supported by Mahoney-Sherrod to table the amendment. Motion carried. Elwell asked how the DROP plan applies to Elected Officials. Ruth answered they are treated no differently than non-bargained for employees. Roll call on original motion: (12) Yeas. Cmrs. Herl, Pascal, Beardslee, Baum, Day, Mahoney-Sherrod, McNitt, Elwell, Reynolds, Deforest, Rice, & Lacinski. (1) Nay. Cmr. Brittain. Motion carried.

9) Moved by Mahoney-Sherrod supported by Day to approve the 2002 wages for the Road Commissioners which includes a 3% annual wage adjustment. Rice asked if the DROP plan pertains to the Road Commissioners. It does not. Brittain requested a roll call. Roll call: (11) Yeas. Cmrs. Beardslee, Baum, Day, Mahoney-Sherrod, McNitt, Elwell, Reynolds, Deforest, Rice, Herl, & Lacinski. (2) Nays. Cmrs. Pascal & Brittain. Motion carried.

10) Moved by Mahoney-Sherrod supported by Deforest to approve the revised Reservists Called to Active Duty Policy as proposed by the Human Resources Director. Motion carried.

11) Moved by Mahoney-Sherrod supported by Deforest to adopt the resolution establishing the 2001 millage rate at 5.3559 Mills. Roll call: (13) Yeas. Motion carried unanimously.

12) Moved by Mahoney-Sherrod supported by Deforest to adopt the resolution establishing the 2001 Medical Care Facility millage rate at 0.1465 mills. Roll call: (13) Yeas. Motion carried unanimously.

13) Moved by Mahoney-Sherrod supported by Day to adopt the 2002 General Appropriations Act Resolution. McNitt asked Mr. Grinage if this is the money that comes out of the budget and goes to the various departments. Mr. Grinage replied that it was. Roll call: (13) Yeas. Motion carried unanimously.

14) Moved by Mahoney-Sherrod supported by Brittain to establish the budget for the 2002 Equipment Fund at \$505,731, with \$475,731 of the revenues being transferred from the Delinquent Tax Fund. Motion carried.

15) Moved by Mahoney-Sherrod supported by Rice to establish the budget for the 2002 Public Improvement/Building Fund at \$522,111, with the revenues being transferred from the Delinquent Tax Fund. Motion carried.

16) Moved by Mahoney-Sherrod supported by Baum to Ratify the Collective Bargaining agreement between Jackson County the Sheriff and the Command and Officers Association of Michigan for the period January 1, 2002 through December 31, 2005. Motion carried.

15) Moved by Mahoney-Sherrod supported by Reynolds to Ratify the Collective Bargaining agreement between Jackson County, the Prosecutor's, and the Assistant Prosecutor's Association for the period January 1, 2001 through December 31, 2003. Motion carried.

#### **UNFINISHED BUSINESS:**

Pascal reported that he and other committee members completed a successful trip to the Sister City of Varo, Germany. He brought back the City Seal.

Rice felt there was an unfinished point. Mr. Grinage from the FIA had asked why we reduced the allocation from \$40,000 to \$29,000. After much deliberation it was reduced to \$29,000. Some of the money was determined to be improperly spent in ways that tax money could not be spent. In Personnel & Finance it just came to light that some of the money was being used to help people in need in the County.

Mahoney-Sherrod stated that the FIA was allocating money to other not-for-profit to help them with their programs for the indigent in Jackson County. Agencies such as Catholic Social Services or AWARE but these organizations cannot apply to the County for that money, and FIA is an extension of the County so they could not allocate it to them in a way that the County could not. Elwell asked for clarification that the \$29,000 will not be used that way and was assured that it would not.

#### **NEW BUSINESS:**

None

#### **CONSIDERATION & ALLOWANCE OF CLAIMS:**

Moved by Mahoney-Sherrod supported by Elwell to Allow the Claims. Motion carried.

#### **PUBLIC COMMENT:**

Lauren Grinage clarified that in the past the excess funds were given to agencies that had a need for it. None of the Board Members of the FIA were aware it was not legal.

**ADJOURN to the call of the Chair:**

*Moved by supported by Mahoney-Sherrod & Deforest to adjourn to the call of the Chair.* Motion carried.

The November 20, 2001 meeting of the Jackson County Board of Commissioners was adjourned at 8:28 p.m.

Robert Lacinski, Chairman Jackson County Board of Commissioners; Sandy Crowley, Jackson County Clerk

Respectfully submitted by Erin Foster, Chief Deputy County Clerk.