

**MINUTES**  
**JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING**  
**April 19, 2011**  
**7:00 p.m.**  
**County Commission Chambers**

1. **CALL TO ORDER** – Chairman Steve Shotwell called the April 19, 2011, Jackson County Board of Commissioners Meeting to order at 7:00 p.m.

2. **INVOCATION** – *by Commissioner Julie Alexander*

3. **PLEDGE OF ALLEGIANCE** – *by Chairman 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**

- A. **Proclamation - National Library Week**
- B. **Proclamation - Honoring John C. Worden**
- C. **Proclamation - Child Abuse Prevention Month**

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

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

9. **PUBLIC COMMENTS**

Paul Overeiner stated he would like to be re-appointed to the Emergency Management Advisory Council.

10. **SPECIAL MEETINGS OF STANDING COMMITTEES** – None.

11. **MINUTES** - Minutes of the 3/4/11 Special and 3/15/11 Regular Meetings of the Jackson County Board of Commissioners

*Moved by Mahoney, supported by Way to approve the Minutes of the 3/04/11 Special and 3/15/11 Regular Meeting of the Jackson County Board of Commissioners.* Motion carried unanimously.

12. **CONSENT AGENDA**

Cmr. Elwell asked that Item 12. A. 1. Board Rules 4130 be removed from the Consent Agenda. Item will be moved to Item 13. A. 1. under Standing Committees.

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

**A. County Policy**

1. **Revised/Reviewed Policies**
  - **Administrative Policy 5210**
  - **Board Rules 4100, 4130, 4140, 4150**

**B. County Affairs & Agencies**

2. **Purchase Request for Radio Communications Equipment for Clarklake Radio Tower**
3. **Parma Township – Contract for Law Enforcement Services**
4. **Resolution (04-11.12) Authorizing Purchase of Easements and Property for the Runway 7-25 Safety Area Project at the Jackson County Airport, Jackson, Michigan**
5. **Resolution (04-11.13) Authorizing Purchase of Property for the Runway 7-25 Safety Area Project at the Jackson County Airport, Jackson, Michigan**
6. **Imprest Cash for Parks**

**C. Human Services**

7. **Cat Sale – 1<sup>st</sup> Reading**
8. **Microchip Pricing – 1<sup>st</sup> Reading**

**D. Personnel & Finance**

9. **Early Retiree Reimbursement Program (ERRP)**
10. **Natural Gas Services Bid Award**
11. **Sheriff – Add 1 FTE and Budget Associated Costs**
12. **Budget Adjustments**
  - a. **Health Department**
  - b. **Facilities**

**E. Other Business**

13. **Claims dated 3/1/11 – 3/31/11**

**13. STANDING COMMITTEES**

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

1. **Board Rules 4130**

*Moved by Elwell, supported by Mahoney to Delete the Word Additional from the **Beginning of the Second Sentence of Board Rules 4130.** Motion carried unanimously.*

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

1. **Appointments**

a. **Department on Aging Advisory Council**, one public member, term to 12/2011

Cmr. Lutchka stated that the committee recommended Arlene Shepherd. No other nominations from the floor. Arlene Shepherd appointed.

b. **Emergency Management Advisory Council**

- Sheriff or representative, term to 4/2013
- City Police Chief or representative, term to 4/2013
- City Fire Chief or representative, term to 4/2013
- Michigan State Police Jackson Post Commander or representative, term to 4/2013
- Township Fire Chief, term to 4/2013
- Township Police Chief, term to 4/2013
- Emergency Medical Services Provider, term to 4/2013
- Jackson County Medical Control representative, term to 4/2013

Cmr. Lutchka stated that the committee recommended the following designated positions - Dan Heyns for Sheriff, Chris Simpson for City Police, Dave Wooden for City Fire, James Shaw for Michigan State Police, Jon Johnston for Township Fire, Michael Curry for Township Police, Dirk Borton for Emergency Medical Services, and Jill Glair for Jackson County Medical Control. No other nominations from the floor. All appointed.

- Two public members, terms to 4/2013

Cmr. Lutchka stated that the committee recommended Paul Overeiner and Scott Krebill. Cmr. Elwell nominated Kevin Bowman. Cmr. Duckham nominated Barbara Shelton. (11) Overeiner. Cmr. Herl, Lutchka, Rice, Alexander, Videto, Mahoney, Williams, Smith, Way, Elwell, and Shotwell. (1) Shelton. Cmr. Duckham. (7) Krebill. Cmr. Lutchka, Rice, Videto, Mahoney, Smith, Way, and Shotwell. (3) Bowman. Cmr. Herl, Williams, and Elwell. (2) Shelton. Cmr. Duckham, and Alexander. Paul Overeiner and Scott Krebill appointed.

- One County Commissioner, term to 4/2013

Cmr. Lutchka stated that the committee recommended Cliff Herl. No other nominations from the floor. Cliff Herl appointed.

- c. **Region 2 Area Agency on Aging** – one public member, term to 4/2013 and one Commissioner member, term to 4/2013

Cmr. Lutchka stated that the committee nominated Lauren Grinage for the public member and Pat Smith for the Commissioner member. No other nominations from the floor. Lauren Grinage and Pat Smith appointed.

2. **2011 Equalization Report – Revised**

*Moved by Lutchka, supported by Mahoney to Approve the 2011 Revised Equalization Report.* Motion carried unanimously.

C. **Human Services – Commissioner Jon Williams** - None.

D. **Personnel and Finance – Commissioner Jim Videto**

1. **Resolution (04-11.11) MERS Defined Contribution Plan**

Some discussion held.

*Moved by Videto, supported by Mahoney to Approve Resolution (04-11.11) MERS Defined Contribution Plan.* Roll Call: (12) Yeas. Motion carried unanimously.

14. **UNFINISHED BUSINESS** – None.

15. **NEW BUSINESS** – None.

16. **PUBLIC COMMENTS**

Paul Overeiner thanked the Board for his appointment.

17. **COMMISSIONER COMMENTS**

Cmr. Lutchka thanked those that participated in Project RED.

Cmr. Williams thanked those that participated in the Red Cross Project Red.

18. **CLOSED SESSION** – None.

19. **ADJOURNMENT**

Chairman Shotwell adjourned the April 19, 2011 Meeting of the Jackson County Board of Commissioners at 7:19 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 (04-11.11) OF THE  
BOARD OF COMMISSIONERS OF JACKSON COUNTY**

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**WHEREAS**, Jackson County participates in the Municipal Employees' Retirement System of Michigan ("MERS") Defined Contribution Program; and

**WHEREAS**, Section 3(1) of the MERS Plan Document provides that the specified number of hours of work in a calendar month required to become a member of the retirement system may be defined by resolution of the governing body of each participating municipality; and

**WHEREAS**, Section 3(2) of the MERS Plan Document permits a participating municipality, by resolution of its governing body, to exclude temporary municipal employees working less than six whole months per year from membership in the retirement system; and

**WHEREAS**, Jackson County desires to adopt a resolution pursuant to Sections 3(1) and 3(2) of the MERS Plan Document in order to confirm its existing administrative practices;


**NOW THEREFORE, BE IT RESOLVED** that a municipal employee of Jackson County who otherwise meets the eligibility requirements set forth in the MERS Uniform Defined Contribution Program Adoption Agreement, and who is not excluded as a temporary municipal employee, shall become a member of the MERS Defined Contribution Program if he or she is employed in a position regularly requiring at least eighty (80) hours of work in a calendar month.

**RESOLVED FURTHER** that a seasonal employee employed in a position requiring fewer than six (6) whole months per year shall be designated as a temporary municipal employee excluded from membership in the MERS Defined Contribution Program.

**RESOLVED FURTHER** that any seasonal employee excluded from membership in the MERS Defined Contribution Program as a temporary municipal employee shall be notified of such exclusion in writing.

**RESOLVED FURTHER** that a certified copy of this resolution shall be filed with the MERS Retirement Board within ten (10) days after its adoption.

I certify that the above is a true record of action taken by the Board of Commissioners of Jackson County on the 20<sup>th</sup> day of April, 2011.

By: 

Print Name: AMANDA L. RISKA  
Clerk, Board of Commissioners

RESOLUTION (04-11.12)

AUTHORIZING PURCHASE OF EASEMENTS AND PROPERTY FOR THE RUNWAY 7-25 SAFETY AREA PROJECT AT THE JACKSON COUNTY AIRPORT, Jackson, Michigan

WHEREAS, the County Board of Commissioners approves fee acquisition of Parcel #96 located at the Airport Rd.-Argyle Rd. Intersection (Hoyes Trust) AND for Acquisition of Easement for Parcels: #98 located at 2700 W. Argyle Road (Commonwealth Real Properties/Commonwealth Associates) AND Parcel #99 located at 2500 W. Argyle Road (Argyle Properties) as Further Described in Attachments

WHEREAS, The FAA has indicated that Runway 6-24 at the Jackson County Airport does not have the required "safety areas" and necessitating construction of a new runway, Runway 7-25; and

WHEREAS, continued progress in building this new runway with safety areas requires the fee acquisition of parcel # 94 and acquisition of easements for parcels #98 and #99; and,

WHEREAS, grant funds in the amount of have been granted by the Michigan Aeronautics Commission to the Jackson County Airport – Reynolds Field and are in the public interest and will fund these purchases; and,

WHEREAS, acquisition fee of Parcel #96 was determined to be \$228,889.91; easement fee for Parcel #98 is \$106,300 and easement fee for Parcel #99 is \$99,200 and are required in order to construct new runway # 7-25 as detailed on the Jackson County Airport – Reynolds Field Airport Layout Plan; and,

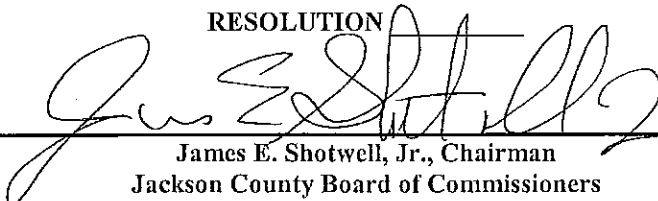
WHEREAS, the Jackson County Board of Commissioners, have previously decided that this overall Runway Safety Area project will enhance the safety of the airport and is in the public interest; and,

WHEREAS, The Jackson County Board of Commissioners has legal authority to approve such easement and property acquisitions; and

WHEREAS, James E. Shotwell, Jr. is the Chairman of the Jackson County Board of Commissioners and has authority to sign legal documents on behalf of the Commission; and;

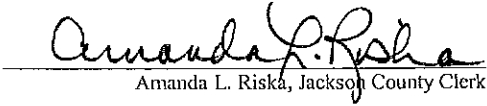
NOW, THEREFORE, BE IT RESOLVED THAT, the Jackson County Board of Commissioners approves of the referenced acquisitions AND authorizes James E. Shotwell, Jr. to sign on behalf of the Jackson County Board of Commissioners.

RESOLUTION

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

STATE OF MICHIGAN )  
  ) ss.  
COUNTY OF JACKSON )

I, Amanda L. 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 April 19, 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 L. Riska, Jackson County Clerk

RESOLUTION (04-11.13)

AUTHORIZING PURCHASE OF PROPERTY FOR THE RUNWAY 7-25 SAFETY AREA PROJECT AT THE JACKSON COUNTY AIRPORT, Jackson, Michigan

WHEREAS, the County Board of Commissioners approves fee acquisition of Parcel #86 commonly referred to as the Tylutki parcel, located at the 4334 West Michigan Avenue, Jackson, Michigan as further described in Attachments; and,

WHEREAS, The FAA has indicated that Runway 6-24 at the Jackson County Airport does not have the required "safety areas" necessitating construction of a new runway, Runway 7-25; and,

WHEREAS, continued progress in building this new runway with safety areas requires the fee acquisition of Tylutki parcel # 86; and,

WHEREAS, the Jackson County Board of Commissioners has, by resolution of the Board, previously authorized legal condemnation proceedings against parcel #86; and,

WHEREAS, grant funds have been granted by the Michigan Aeronautics Commission to the Jackson County Airport – Reynolds Field and are in the public interest and will fund this purchase; and,

WHEREAS, total acquisition costs for Parcel #86 is agreed by all parties to this matter to be \$675,238 as detailed in attached documents minus any property taxes already paid by the County of Jackson and with credit for prior payment of just compensation (\$473,046) and this purchase is necessary to construct new runway # 7-25 as detailed on the Jackson County Airport – Reynolds Field Airport Layout Plan; and,

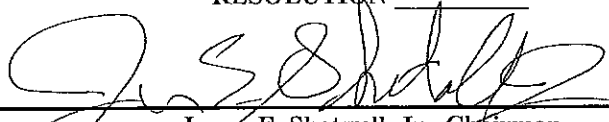
WHEREAS, the Jackson County Board of Commissioners, have previously decided that this overall Runway Safety Area project will enhance the safety of the airport and is in the public interest; and,

WHEREAS, The Jackson County Board of Commissioners has legal authority to approve such property acquisition; and

WHEREAS, James E. Shotwell, Jr. is the Chairman of the Jackson County Board of Commissioners and has authority to sign legal documents on behalf of the Commission; and;

NOW, THEREFORE, BE IT RESOLVED THAT, the Jackson County Board of Commissioners approves of the referenced acquisitions AND authorizes James E. Shotwell, Jr. to sign on behalf of the Jackson County Board of Commissioners.

RESOLUTION



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

STATE OF MICHIGAN )  
  ) ss.  
COUNTY OF JACKSON )

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Amanda L. Riska, Jackson County Clerk



*Jackson County  
Proclamation Honoring  
John C. Worden*

**Whereas**, John C. Worden is celebrating the anniversary of 50 years of service to Summit Township; and

**Whereas**, John began his service to the residents of Summit Township in 1961 as a volunteer fireman. He became a full-time fireman and in June 1973 was appointed the Fire Chief; and

**Whereas**, during his years of service, he also held the positions of Police Chief, Department of Public Works Superintendent, Zoning Administrator, Consultant, and Administrative Fire Chief; and

**Whereas**, John's experience, dedication and character led him to serve as a mentor to other fire departments in local townships, the City of Jackson and other locales across the State of Michigan; and

**Whereas**, John has been more than willing to share his knowledge with others. His versatility and vast experience has made him invaluable to the Summit Township community.

**Now Therefore Be It Resolved**, that I, James E. Shotwell, Jr., Chairman, Jackson County Board of Commissioners, acknowledge John C. Worden's 50 years of dedicated service to the residents of Summit Township and the best of wishes for all his future endeavors.

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James E. Shotwell, Jr.  
Chairman, Jackson County Board of Commissioners  
March 23, 2011





# Jackson County Proclamation Designating April 2011 as Child Abuse Prevention Month

*Whereas*, in Michigan, there are large numbers of families investigated for suspected child abuse or neglect and children confirmed to be victims of abuse or neglect. As a result of neglect or abuse, children have died and most of these are under the age of 4 years; and

*Whereas*, as a result of this senseless tragedy, it has been shown that abused or neglected children have a higher risk in adulthood for developing health problems, including alcoholism, depression, drug abuse, eating disorders, obesity, suicide and certain chronic diseases; and

*Whereas*, research has proven the success of quality home visitations, parenting-coaching and family support programs that prevent children from being abused or neglected, and that reduce subsequent delinquency, and improve other outcomes for children; and

*Whereas*, child abuse and neglect has long-term economic costs and impacts on society.

**Now Therefore Be It Resolved**, that I, James E. Shotwell, Jr., Chairman, Jackson County Board of Commissioners, proclaim April 2011 as **Child Abuse Prevention Month** and recognize and applaud the national, state and community organizations and their skilled employees that work to promote awareness about child abuse or neglect. We support the proclamations issued on the state and federal levels declaring April 2011 as "Michigan Child Abuse Prevention Month" and "National Child Abuse Prevention Month". We agree of the need to increase public awareness of prevention programs relating to child abuse or neglect and continue to work with state and federal agencies to reduce the incidence of child abuse or neglect in our community, state and nation.

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James E. Shotwell, Jr., Chairman,  
Jackson County Board of Commissioners  
March 23, 2011



# *Jackson County*

## *Proclamation*

**Whereas**, National Library Week is an annual event celebrating the contributions of our nation's libraries and librarians; and

**Whereas**, our nation's school, academic, public and special libraries make a difference in the lives of millions of Americans today; and

**Whereas**, the Jackson District Library has thirteen branches located throughout Jackson County, Michigan; and

**Whereas**, the Jackson District Library provides free access to residents of Jackson County including books and online resources for families, and services and programs that help support entrepreneurship and job retraining; and

**Whereas**, the Jackson District Library also helps job seekers by providing access to free computer training, databases and other online resources; and

**Whereas**, the Jackson District Library's mission statement is "**Inspiring our community to discover, learn and succeed!**" and provides programs for all ages that teach all forms of literacy, promote continuing education and encourage lifelong learning; and

**Whereas**, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

**Now Therefore Be It Resolved**, that I, James E. Shotwell, Jr., Chairman, Jackson County Board of Commissioners, proclaim April 10-16, 2011 to be **National Library Week** and encourage all residents to visit the Jackson District Library to take advantage of the wonderful library resources that are available.

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James E. Shotwell, Jr.  
Chairman, Jackson County Board of Commissioners  
March 14, 2011