

**Jackson County Board of Commissioners Meetings Minutes**  
**August 12, 2003 - Regular Meeting**  
**Jackson County Commissioners Chambers: 7:00 p.m.**

**CALL TO ORDER:**

Chairman Rice called the August 12, 2003 meeting of the Jackson County Board of Commissioners to order at 7:00 p.m.

**INVOCATION:**

Cmr. Wilson

**PLEDGE OF ALLEGIANCE**

**4. ROLL CALL:**

**(11) Present:**

Cmrs. Herl, Brittain, Day, Baxter, Videto, Shotwell, Mahoney, Lacinski, Wilson, Elwell, & Rice.

**(1) Absent :**

Cmr. Adams

**APPROVAL OF AGENDA:**

*Moved by Mahoney supported by Baxter to Approve the Agenda as published.* Motion carried.

**AWARDS & RECOGNITIONS:**

A. *Moved by Rice supported by Baxter to Adopt the Proclamation (08-03.27) Declaring the Week of August 10 – 16, 2003 as "Health Center Week" in Jackson County.* Roll call: (11) Yeas. Motion carried unanimously. Presented by Rice, accepted by Kelly Williams, Health Educator, Center for Family Health.

B. Employee of the Month of August – Carlene Perrine, Secretary at the Health Department. Presented by Rice with remarks by Health Officer Ron Grimes.

C. *Moved by Rice supported by Baxter to Adopt a Retirement Resolution for Mary Christine (Chris) Godfrey (08-03.26), Immunization Coordinator at the Health Department, with 25 years (+four years purchased) of Service.* Roll call: (11) Yeas. Motion carried unanimously. Presented by Rice with remarks by Health Officer Grimes.

**COMMUNICATIONS & PETITIONS:**

None.

**SPECIAL ORDER/PUBLIC HEARINGS:**

A. Public Hearing at the August 12<sup>th</sup> Board Meeting on the Village of Brooklyn's Annexation Request. None.

B. Presentation of 2002 Comprehensive Annual Financial Report given by David Fisher, CPA.

**PUBLIC COMMENT:**

Public comment began at 7:26 p.m. with Ron Medder voicing his concerns regarding changing the speed limit of Brills Lake road from 25 MPH to 40 MPH. Public comment concluded at 7:35 p.m.

**SPECIAL MEETINGS OF THE STANDING COMMITTEES:**

A. County Affairs

**CONSENT AGENDA:**

*Moved by Mahoney supported by Herl to Approve the Consent Agenda items A – S as contained in the following Consent Agenda list:* Elwell requested that item B be pulled. Brittain requested that items E & J be pulled. Wilson requested that item K be pulled. Revised motion carried.

- A. Approve the Minutes of the July 8, 2003 Regular Board Meeting
- B. Approve the Minutes of the Closed Session of July 8, 2003

#### COUNTY AFFAIRS

C. Approve a new section in the County's Policy Manual entitled "Vehicle Policies," which will include the following as recommended by the Ad Hoc Committee on Compensation:

- 1) No. 7010, Acquisition of Vehicles (old Purchasing Policy 2090)
- 2) No. 7020, Maintenance of County Vehicles (old Admin. Policy 5195)
- 3) No. 7030, Employer-Provided Vehicles (old Personnel Policy 3120)
- 4) No. 7040, County Vehicle Emblems (old Admin. Policy 5190)
- 5) No. 7050, Alcohol and the Use of County Vehicles (new)
- 6) No. 7060, Mileage (old Personnel Policy 3130)
- 7) No. 7070, Depository for Titles (old Admin. Policy 5200)

D. Receive the Drain Commission's 2002 Annual Report and file same with the County Clerk

#### COUNTY AGENCIES:

E. Give second and final reading of the revised Dog License fee structure for the 2004 dog license year, as follows:

Sexed: \$20, Unsexed: \$10, Late fee Sexed & Unsexed: \$30 Sr. Cit. 62 + Sexed: \$10, Unsexed: \$ 5, Late fee Sexed & Unsexed: \$30

#### HUMAN SERVICES

F. Allow Community Action Agency, the County's current CDBG Grant Administrator, to apply for and administer 2004 MSHDA CDBG rehab funds for low-income homeowner assistance

G. Establish a Public Hearing at the September 16<sup>th</sup> Board meeting, 7:20 p.m., to receive public comment on Jackson County's application for \$300,000 in CDBG funds for rehabilitation loans for eligible households to be administered by Community Action Agency

H. Approve the FY 2002-2003 Health Department budget adjustments

I. Approve the FY 2003-2004 Health Department Budget (\$3,445,267), which includes a County appropriation of \$534,719 and fund balance use of \$154,456, pending Administrative review

J. Give first reading to the proposed 2003/2004 Health Department fee increases, to be effective October 1, 2003

#### PERSONNEL & FINANCE:

K. Approve the RRF Deficit Elimination Plan in the amount of \$2,807,749 and its submission to the State as required by State statute

L. Continue to have the Jackson County Drain Commissioner designated as the County Enforcing Agency responsible for administering and enforcing soil erosion and sedimentation control, contingent on the Drain Commissioner working with the established committee

M. Authorize the Board Chairman to appoint a committee to work with the Drain Commissioner to evaluate and develop the details of the Soil Erosion and Sedimentation Control Program and come back to the September Board meeting with a recommendation on the details

N. Approve the Park's budget adjustment in the amount of \$16,790 relating to the Parks Non-motorized trail

O. Approve the Park's Deficit Elimination Plan in the amount of \$41,623.38 and its submittal to the State as required by State statute

P. Increase each of the three District Court Civil Division petty cash drawers to \$50, which means an increase of \$100 more in petty cash.

**Q. Approve the Friend of the Court Customer Service Reorganization, which creates a Customer Service Unit and entails:**

**Eliminating two Receptionist positions**

**Eliminating one and 3/4 Clerk/Typist positions**

**Eliminating two Account/Data Processing Clerk positions**

**Creating five and 3/4 Support Service Representative positions**

**All six positions to be at Grade Level 6**

**Added cost of \$5,581.83 for 2003 to come from FOC**

**R. Approve the Department on Aging's CDBG Grants (Home Delivered Meals (\$8,000) and Grandparents Raising Grandchildren (\$4,000) and authorize the Board Chairman to sign related documents on behalf of the County**

**S. Approve the August 2003 budget adjustments as prepared by Deputy Administrator Randy Treacher**

Motion carried.

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

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

**1) Moved by Day supported by Baxter to Concur with the Chairman's appointments of Commissioner David Elwell, as the Main member, and Commissioner Cliff Herl, as the Alternate member, to the MDOT I-94/US-127/M-50 Interchange Steering Committee.** Motion carried.

**2) Moved by Day supported by Mahoney to Adopt a Resolution of Approval (08-03.23) for the Petition for Annexation Submitted by the Village of Brooklyn.** Motion carried.

##### **B. County Agencies:**

**1) Item E from the Consent Agenda - Moved by Shotwell supported by Herl to Approve the 2<sup>nd</sup> and Final Reading to the Revised 2004 Dog License Fee Increases.** Brittain expressed that he doesn't feel that they should be raised. Motion carried with the record reflecting a nay vote from Brittain.

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

**1) Item J from the Consent Agenda - Moved by Mahoney supported by Day to Give the First Reading to the Proposed 2003-2004 Health Department Fee Increases.** Brittain expressed that he doesn't feel that they should be raised. Mahoney pointed out that Jackson County fees are among the lowest in the state. The Health Department is vital to the County's residents. After much discussion regarding the fee schedule Mahoney called for the Question. Motion carried with the record reflecting a nay vote from Brittain.

##### **D. Personnel & Finance:**

**1) Item K from the Consent Agenda - Moved by Elwell supported by Baxter to Approve the RRF Deficit Elimination Plan.** Wilson asked what deficit this would eliminate. Gerard explained that the State demands to see a plan of deficit elimination. Chet compared it to the Parks deficit. A plan on paper to eliminate deficit. Motion carried.

**2) Moved by Elwell supported by Brittain to Adopt a Resolution (08-03.25) Authorizing Real Estate Exchange Agreement to Effectuate the Parking Lot Transaction.** Motion carried.

#### **UNFINISHED BUSINESS:**

None.

#### **NEW BUSINESS:**

None

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

*Moved by Lacinski supported by Shotwell to Allow the Claims as submitted.* Motion carried.

#### **PUBLIC COMMENT:**

None.

**ADJOURN TO THE CALL OF THE CHAIR:**

*Moved by Mahoney supported by Brittain to Adjourn to the Call of the Chair.* Motion carried.

The Jackson County Board of Commissioners was adjourned at 8:10 p.m.

Jim Rice – Chairman, Jackson County Board of Commissioners  
Sandy Crowley-Jackson County Clerk  
Respectfully submitted by Erin Foster, Chief Deputy County Clerk.