

**MECOSTA COUNTY BOARD OF COMMISSIONERS**

**February 21, 2008**

Chr. Ray Steinke called the regular evening session of the Mecosta County Board of Commissioners to order at 7:00 P.M. in Commission Room 102 of the County Courthouse. All those present stood and recited the pledge of allegiance to the United States Flag.

Commissioners present on roll call: Chr. Ray Steinke, Vice-Chr. Jerry Williams, Kevin Courtney, Linda Howard, Ruth Hess, Eric O'Neil and William Routley.

Others present: Paul Bullock, County Controller/Administrator and Cathy Armstrong, Deputy County Clerk.

**REVIEW & APPROVAL OF AGENDA – ADDITIONS:**

R. Hess moved to approve the agenda as presented with no additions. E. O'Neil supported, motion carried.

**APPROVAL OF MINUTES:**

R. Hess moved to approve the February 7, 2008 Board Minutes as presented. K. Courtney supported, motion carried.

**PUBLIC MATTERS & COMMENTS:** None

**UNFINISHED BUSINESS:**

Retirement of Tom Rorabaugh:

Chr. Ray Steinke presented Tom Rorabaugh a clock in recognition of his retirement and 20 years of service. Tom addressed the Board letting them know what a pleasure it has been to work with them. Tom then informed the Board on the procedure for filling the vacancy created by his retirement.

Ferris State University Public Safety presented Dan Dowdy with a Certificate of Recognition for services rendered while he was Director of Emergency Management.

**NEW BUSINESS:**

Emergency Management Director:

B. Routley moved to appoint Samantha J. Cass as the Emergency Management Coordinator for Mecosta County. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

Samantha Cass thanked the Board for being given the opportunity to work with Mecosta County and the Board.

MC Res. #2008-06, Proclamation of Walk for Warmth:

L. Howard moved to adopt Resolution #2008-06 Proclamation of “Walk for Warmth Day”. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

Kevin Courtney stated that he would move to go to Closed Session, at the end of the meeting, to discuss a tentative agreement with the Correction Officers’ Union.

**SCHEDULED APPEARANCE:**

W. O’Neil, Hospital Liaison, reported the following to the Board:

1. The hospital is discussing getting back into administering flu injections.
2. The hospital has 419 employees – 338 non-union and 81 union – not all full time employees – the goal is to get down to 304 full time employees. The turnover for 2007 was approximately 13.8% .
3. Budget – the hospital is working on reducing expenses and increasing revenues.
4. Hospital Board Retreat is March 6<sup>th</sup> & 7<sup>th</sup> – the Board of Commissioners invited.

**FINANCIAL MATTERS:**

Housing Rehab Report – Ann Gilbert –

B. Routley moved to accept and place on file the Housing Rehab Report as presented. J. Williams supported, motion carried.

Out of State Travel Request MSU Extension – Melissa Bowman –

B. Routley moved to approve the request to attend a national conference in Virginia March 27-31 if the funds from the Conference line item are used. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

Circuit Court Bench – Administrator –

B. Routley moved to approve \$1,850 from Fund 245 Building Improvements to enlarge the Circuit Court Bench to accommodate the new court recorder equipment. L. Howard supported, roll call vote 7 yeas 0 nays, motion carried.

2008 Vehicle Bids – Administrator –

B. Routley moved to approve the purchase of 3 Crown Victoria Patrol Vehicles from Phillips Automotive at a total cost of \$60,863.00. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

B. Routley moved to approve the purchase of 2 Impalas from Trimarco at a total cost of \$39,481. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

B. Routley moved to approve the purchase of 1 Ford E-150 Cargo Van from Phillips Automotive at a cost of \$14, 656.00. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

Broomfield Trust Fund –

B. Routley moved to instruct the Treasurer to transfer \$7,333.12 from the Franklin Investment account to the expenditure account. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

Listed Vouchers –

B. Routley moved to pay pre-approved vouchers in the amount of \$486,020.05 and approve and pay the non-approved vouchers in the amount of \$57,718.91. J. Williams supported roll call vote 7 yeas 0 nays, motion carried.

**COMMITTEE REPORTS:**

R. Hess attended the Building & Grounds Meeting, MAC Conference, Equalization Meeting, HSCB Meeting, Building & Zoning, EMS Meeting and Commissioners Meeting.

K. Courtney reported attending the MAC Conference, Dee Neal’s Reception, Reception for Tom Rorabaugh, Colfax Township Board Meeting, Chamber of Commerce After Hours and Commissioners Meeting.

J. Williams reported attending the Finance Committee Meeting, Building & Zoning Meeting, EMS Meeting and Commissioners Meeting.

J. Williams moved to approve the EMS contractual write-offs of \$51,836.78, non-contractual write-offs of \$124.33 and collections write-offs of \$18,615.85 for January. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

J. Williams moved to approve the purchase of a 42” four drawer lateral file for current medical records, at EMS, for a cost not to exceed \$609.00. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

J. Williams moved to approve the purchase of two Wheeled Coach ambulances with factory installed passive passenger restraints and power inverters for a total cost of \$184,408.00. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

J. Williams moved to approve the proposal, of \$3,390 from Four Seasons Insulation, to upgrade insulation in Stations 2 and 3. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

J. Williams moved to authorize the EMS Director to use Ms. Kaspriak, an expert in the Sweet Soft system, on a consulting basis at a cost not to exceed \$1,000. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

J. Williams moved to approve the purchase of four new Sure Temp Plus 690 Thermometers at a cost of \$228.95/unit. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

J. Williams moved to authorize the EMS Director to fill a pending full time vacancy. R. Hess supported, motion carried.

E. O'Neil attended the Building & Grounds Meeting, MAC Conference, Equalization Meeting, Finance Committee Meeting and Commissioners Meeting.

E. O'Neil moved to approve the installation of cubicle panel in the Law Clerk's office at a cost not to exceed \$250.00 from Fund 245 Building Improvements. L. Howard supported roll call vote 7 yeas 0 nays, motion carried.

E. O'Neil moved to approve the proposal, from Al's Electric, to install an automatic transfer switch at EMS Station 3 at a cost of \$1,800. K. Courtney supported roll call vote 7 yeas 0 nays, motion carried.

L. Howard attended the Building & Grounds Meeting, MAC Conference, Equalization Meeting, Park Board Meeting, Chamber of Commerce After Hours and Commissioners Meeting.

B. Routley reported attending Finance Committee Meeting, COA Meeting, Building & Zoning Meeting and Commissioners Meeting.

B. Routley moved to approve Mr. Burrick's request to send the Building Inspector to the April 7-10, 2008 Code Conference in Lansing, total cost being approximately \$600.00 from budgeted training funds. R. Hess supported roll call vote 7 yeas 0 nays, motion carried.

R. Steinke attended the MAC Conference, Aetna Township Board Meeting, Deerfield Township Board Meeting, MOTA Meeting, Finance Committee Meeting, LEPT, EMS Meeting and Commissioners Meeting.

**ADMINISTRATORS REPORT:**

Paul Bullock informed the Board of the following:

1. Negotiations with the AFSCME Unit have been suspended. A petition for decertification has been filed. An election has been schedule to determine whether there will or will not be an AFSCME Unit.
2. City of Big Rapids is holding a hearing on an Ordinance approving an amendment to their Tax Increment Financing and Development Plan for the Downtown Development Authority for the City of Big Rapids. The hearing is March 3<sup>rd</sup> at 7:30 P.M.

K. Courtney moved to direct Paul Bullock to obtain a legal opinion on whether the County can or cannot opt out of the Tax Increment Financing and Development Plan for the Downtown Development Authority for the City of Big Rapids. L. Howard supported roll call vote 7 yeas 0 nays, motion carried.

Committee of the Whole meeting is set for Wednesday February 27, 2008 at 3:00 P.M. in the Circuit Court Room.

**PUBLIC MATTERS & COMMENTS:** None

**COMMUNICATIONS, MINUTES & REPORTS AND RESOLUTIONS:**

R. Hess moved to accept and place on file Minutes & Reports #1 through #3 and Resolution #1. K. Courtney supported, motion carried.

**MISCELLANEOUS & ANNOUNCEMENTS:** None

K. Courtney moved to go into Closed Session, at 8:20 P.M., to discuss the tentative agreement with the Correction Officers' Union. R. Hess supported, roll call vote 7 yeas 0 nays, motion carried.

K. Courtney moved that the Board ratify a five year contract with POAM Corrections/Clerical Unit based on the December 21, 2007 Tentative Agreement with wage increases of 3% - 2008, 2% - 2009, 2.5% - 2010, 2.5% - 2011 and 3% - 2012. R Hess supported roll call vote 7 yeas 0 nays, motion carried.

**ADJOURNMENT:**

R. Hess moved to adjourn to the next regular scheduled meeting or call of the Chair. L. Howard supported, motion carried. Meeting adjourned at 8:40 P.M.

---

Cathy Armstrong, Deputy County Clerk

---

Raymond Steinke, Chair of the Mecosta  
County Board of Commissioners