

At a regular meeting of the Shiawassee County Board of Commissioners held on December 17, 2015, at 4:00 p.m. in the Commission Chambers, Surbeck Building, Corunna, Michigan:

The meeting was called to order by Chairman Aue.

Pledge of Allegiance was given.

Prayer was offered by Commissioner Holzhausen

Roll Call found Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue present.

The following Proclamations were presented:

**PROCLAMATION  
Of the Shiawassee County  
Board of Commissioners**

The Shiawassee County Board of Commissioners honors and recognizes Diane Enlow for her 30 years of dedicated service to Shiawassee County.

Diane was born in Livonia, Michigan, the daughter of Patrick and Margaret Enlow. She is the sister of Jim, Pat, Mike and Rick. She enjoys spending time with her family and her beloved great nieces and nephews; Kate, Sadie, Jackson, Cameron and Joshua.

Diane graduated from Owosso High School and worked for Midland Ross as an Administrative Assistant, Vanguard as a Personnel Manager and Midwest Abrasives as a Formulation Specialist. She began her career with the Shiawassee County 66<sup>th</sup> Judicial District Court on January 7, 1985 and currently serves as a Deputy Court Clerk for the Honorable Ward L. Clarkson and Honorable Terrance P. Dignan. Diane is a 2006 Liberty Bell Award recipient of the Shiawassee Bar Association.

In her free time, Diane enjoys gardening, boating and water skiing. She also enjoys traveling up north and to Gulf Shores, Alabama in the winter.

On behalf of the Shiawassee County Board of Commissioners, the 66<sup>th</sup> Judicial District Court and the entire citizenry of the County, we pause today to recognize and thank Diane Enlow for her 30 years of outstanding service.

**PROCLAMATION  
Of the Shiawassee County  
Board of Commissioners**

The Shiawassee County Board of Commissioners pauses today to recognize and honor Undersheriff Doug Powell for his service upon his retirement.

Undersheriff Powell was born in Durand, Michigan, the son of Hugh and the late Margaret Powell and the brother of Duane, Kathy and Cindy. He graduated from Durand High School and continued his education at Ferris State University earning a Bachelor of Science Degree in Criminal Justice.

He married his beloved wife Julie on October 12, 1985 at the Durand United Methodist Church. They are the proud parents of Kristopher, Jessica and Kassie and the loving grandparents of Jacob, Sebastian and soon to arrive, Josie.

Undersheriff Powell began his career with Shiawassee County on June 14, 1985 as a Correctional Officer in the County Jail. He was promoted to a Road Patrol Deputy in October of 1985, Road Patrol Sergeant in 1997, Detective Sergeant in 1999 and to the rank of Lieutenant in 2002. Undersheriff Powell served as the Jail Administrator from January 1, 2002 through March of 2014. Under his leadership the Shiawassee County Jail received the Certificate of Achievement for a 100 percent compliance rating from the Michigan

Department of Corrections. Doug was chosen by Sheriff George Braidwood II to serve as the Undersheriff and he took office on March 7, 2014.

Undersheriff Powell is very active and involved with the local community. He serves as a Member of the Baker College Criminal Justice Advisory Board, a Program Champion for Criminal Justice at the Owosso Campus and also an Instructor in Criminal Justice at Baker College. He serves as Chair of the American Red Cross Advisory Board, Owosso Center, member of the Emergency Food and Shelter Local Board and the Shiawassee/Genesee LEORTC Correctional Academy Planning Board. Undersheriff Powell is a 2007 graduate of Leadership Shiawassee.

On behalf of the Shiawassee County Board of Commissioners, the Sheriff's Office and the entire citizenry of the County we recognize and thank Undersheriff Doug Powell for his leadership, dedication and honorable service and wish him a long and happy retirement.

It was moved by Commissioner Root, seconded by Commissioner Bartz to approve the Proclamations honoring Diane Enlow and Undersheriff Doug Powell. Motion carried.

The Proclamations were presented.

The Board recessed at 4:07 p.m.

The Board was called back to order at 4:24 p.m.

It was moved by Commissioner Bartz, seconded by Commissioner Plowman to approve the minutes of the November 19, 2015 Board of Commissioners meeting. Motion carried.

It was moved by Commissioner Root, seconded by Commissioner Schneider to approve of bills listed on the Invoice Edit Report dated November 10, 2015 in the amount of \$2,134,024.10, Invoice Edit Report dated November 18, 2015 in the amount of \$114,861.04, Invoice Edit Report dated November 19, 2015 in the amount of \$33,547.16, Invoice Edit Report dated November 19, 2015 in the amount of \$111,364.23, Invoice Edit Report dated November 23, 2015 in the amount of \$113,129.36, Invoice Edit Report dated November 24, 2015 in the amount of \$14,066.61, Invoice Edit Report dated November 30, 2015 in the amount of \$14,764.73, Invoice Edit Report dated November 30, 2015 in the amount of \$1,098,964.36, Invoice Edit Report dated December 2, 2015 in the amount of \$113,149.82, Invoice Edit Report dated December 2, 2015 in the amount of \$1,828.26, Invoice Edit Report dated December 4, 2015 in the amount of \$340,104.31, Invoice Edit Report dated December 8, 2015 in the amount of \$140,664.56 and Wire Transfer dated November 23, 2015 in the amount of \$25,625.00 as provided by the Clerk's Office and to authorize that warrants be drawn from the treasury for same. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Bartz, seconded by Commissioner Plowman to add to the agenda approving the Probate Court contract. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Plowman, seconded by Commissioner Bartz to add to the agenda to approve posting the Financial Specialist position. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

Call to the public:

Robert Sherwood, 4160 S. Durand Road, Durand – Veteran's vote

The following Consent Agenda was presented:

1. Reappoint Sid Grinnell and Robert McLaren to the GLS Region V Planning & Development Commission for a one year term from January 1, 2016 through December 31, 2016 or until successors are appointed.
2. Reappoint Gene Paez to the Housing Program Advisory Council for a three year term from January 1, 2016 through December 31, 2018 or until a successor is appointed.
3. Appoint Cody Baker to the Parks & Recreation Commission for a three year term from January 1, 2016 through December 31, 2018 or until a successor is appointed.
4. Reappoint Robert Ebmeyer and William Thelen to the Planning Commission for a three year term from January 1, 2016 through December 31, 2018 or until successors are appointed.
5. Appoint Matthew Shepard to the Sanitary Board of Appeals representing the General Public for a four year term from January 1, 2016 through December 31, 2019 or until a successor is appointed.
6. Reappoint Dennis Braid representing General Public, Timothy Guysky and Cody Baker representing Solid Waste Industry to the Solid Waste Management Committee for a two year term from January 1, 2016 through December 31, 2017 or until successors are appointed.
7. Reappoint Ann Gamboe Hall and appoint Paul Brake to the Zoning Board of Appeals for a three year term from January 1, 2016 through December 31, 2018 or until successors are appointed.
8. Reappoint Julie Hales-Smith to the GLS Region V Planning & Development Commission for a one year term from January 1, 2016 through December 31, 2016 or until a successor is appointed.
9. Reappoint Joe DeCaire to the Parks & Recreation Commission for a three year term from January 1, 2015 through December 31, 2017 or until a successor is appointed.
10. Reappoint Joe DeCaire representing Township Government to the Solid Waste Management Committee for a two year term from January 1, 2016 through December 31, 2017 or until a successor is appointed.
11. Appoint Jim Woodworth to the Housing Program Advisory Council for a three year term from January 1, 2016 through December 31, 2018 or until a successor is appointed.
12. Reappoint Elaine Greenway representing Business to the Community Corrections Advisory Board for a two year term from January 1, 2016 through December 31, 2017 or until a successor is appointed.
13. Reappoint Edward Bruckman and Danny Miller representing County Elected at Large, Deborah Doyle representing City Elected, Charles Keenan representing Citizens at Large, and Chief Kyle Bawks representing Law Enforcement to the Central Dispatch Board for a three year term from January 1, 2016 through December 31, 2018 or until successors are appointed.
14. Reappoint Greg Love representing Community Service, Matthew McKone representing Criminal Defense Attorney, Heidi Rolfe representing Probation and Charles Kerridge representing General Public to the Community

Corrections Advisory Board for a two year term from January 1, 2016 through December 31, 2017 or until successors are appointed.

15. Reappoint Patricia Cords, Eugene Paez and Mary Buginsky to the Health Board for a three year term from January 1, 2016 through December 31, 2018 or until successors are appointed.
16. Reappoint Sandra Michalek and Ron Elder representing the Board of Directors and Glenn Love representing the Advisory Council to the Valley Area Agency on Aging for a two year term from January 1, 2016 through December 31, 2017 or until successors are appointed.

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve the Consent Agenda. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve the minutes of the December 16, 2015 Committee of the Whole meeting. Motion carried.

It was moved by Commissioner Horvath, seconded by Commissioner Plowman to approve Ordinance #15-12-04 amending the official Zoning District Map of the County of Shiawassee, Michigan Article 2, Section 2.1.2 of the Shiawassee County Zoning Ordinance by changing the zoning designation of property located in Section 10 of Perry Township from A-2, Agricultural Production/Rural Residential to M-1, Light Industrial. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Horvath, seconded by Commissioner Root to approve the minutes of the December 14, 2015 Economic & Physical Development Committee meeting. Motion carried.

It was moved by Commissioner Root, seconded by Commissioner Holzhausen to authorize Buildings & Grounds to hire a Part-time Maintenance Worker to refill a vacancy due to a resignation at 19 hours per week with no fringe benefits except those required by law at a Pay Grade 4 on the Rye Salary Schedule with an hourly rate of \$12.98 - \$15.89. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Root, seconded by Commissioner Horvath to authorize the Health Department to hire a Public Health Nurse II to refill a vacancy at the SEIU Nurse salary range of \$42,545.34 - \$52,365.20. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Root, seconded by Commissioner Plowman to authorize Central Dispatch to hire two 911 Dispatchers to fill vacancies of already existing positions at the Teamsters Non-Supervisory Dispatch range of \$37,294.00 - \$41,909.00. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Root, seconded by Commissioner Plowman to authorize the transfer of the required portion (50%) of the Convention Facility Development Funds (Cobo Hall Liquor Tax) in the amount of \$32,239.00 from account #701-000-285.000 to Mid-State Health Network per section 2 of Public Act 2 of 1986. Motion carried with the

following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Root, seconded by Commissioner Bartz to approve the amended quote of \$18,770 for the BIS Digital Recording System for Probate Court to be paid by the Courts. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

The following budget adjustments were presented:

**2015 Budget Adjustment**

Batch No.: \_\_\_\_\_

Genl Ledger 12/14/2015

Date: \_\_\_\_\_

<u>Explanation</u>			
<b>15-17</b>			
<b>To move 2015 funds to Capital Improvement fund for availability</b>			
101-966-999.401	Transfer Out of Capital Improvement Fund	50,000.00	
101-265-930.000	Bldg & Grounds Repairs and Maintenance		20,000.00
101-265-920.000	Bldg & Grounds Utilities		30,000.00
<b>15-18</b>			
<b>Annual adjustment for funds to cover training in corrections from Special Revenue Training Fund</b>			
101-351-706.000	Jail Overtime	10,000.00	
101-931-699.264	Transfer in from Corrections Fund		10,000.00
264-966-999.000	Transfer to General Fund	10,000.00	
<b>15-19</b>			
<b>To transfer out excess revenue and underbudget expenses to Child Care fund</b>			
101-149-546.000	Indirect Costs		13,000.00
101-172-705.000	Administrator Supervisor Salary		25,000.00
101-145-931.000	Drains at Large		7,500.00
101-236-614.000	Register of Deeds Transfer Tax		10,000.00
101-662-965.000	Probate Court Child Care Fund Appropriation	55,500.00	
292-931-699.000	Transfer in from General Fund		55,500.00
292-662-832.010	Child Care Local Port Chgbk	55,500.00	

	<b>15-20</b>		
	<b>To adjust for Activity</b>		
101-225-727.000	Equalization Supplies	7,500.00	
101-225-627.000	Equalization Revenue		7,500.00
	<b>15-21</b>		
	<b>To reallocate expenses for actual activity</b>		
101-172-716.000	Administrator Health Ins		4,000.00
101-941-965.000	Contingency		2,440.00
101-962-721.000	Unemployment		6,560.00
101-228-803.000	Attorney Fees	13,000.00	
	<b>15-22</b>		
	<b>To record Elections Activity &amp; purchase of supplies</b>		
101-191-677.000	School Election Reimbursement		52,570.00
101-191-679.000	Elections/Canvass/Filing Fee		26,700.00
101-191-704.000	Elections Temporary Help Schools	16,900.00	
101-191-727.000	Election Supplies	7,600.00	
101-191-727.001	Election Supplies-Schools	33,700.00	
101-149-740.000	Probate Court Operating Supplies	8,350.00	
101-131-740.000	Circuit Court Operating Supplies	4,370.00	
101-141-740.000	FOC Operating Supplies	8,350.00	
	<b>15-23</b>		
	<b>To reallocate expenses for actual activity</b>		
101-962-721.000	Unemployment		7,000.00
101-285-850.000	Telephone Service Charges	7,000.00	
		<b>287,770.00</b>	<b>277,770.00</b>

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve Budget Adjustments #15-17, #15-18, #15-19, #15-20, #15-21, #15-22 and #15-23. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

The following policy was presented:

**BOARD OF COMMISSION  
SHIAWASSEE COUNTY, MICHIGAN  
ANNUAL BUDGET SURPLUS POLICY  
PURPOSE**

To address the County's Unfunded Liabilities and establish and direct the distribution of the General Fund budget surplus at the end of the fiscal year. The budget surplus distribution method described in this policy is designed for equitable distribution to maintain General Fund reserves at adequate levels as well as fund the retirement and OPEB benefits. The authority to establish the General Fund Balance Surplus Distribution lies with the Shiawassee County Board of Commissioners.

**PROCEDURE**

If at the end of the fiscal year it is determined that actual revenues exceed actual expenditures after all adjustments and audit adjustments have been made and posted, then a budget surplus exists.

The budget surplus will first be used to correct any governmental fund deficits.

Any remaining surplus will then be divided among the following:

One half of the remaining budget surplus will be distributed to the Retirement Unfunded Liability at MERS.

One twentieth of the remaining budget surplus will be distributed to the trust held at MERS for Other Post-Employment Benefits (OPEB) to be used towards retirees Health Care.

One twentieth of the remaining budget distributed to the Budget Stabilization Fund.

The remaining portion will be distributed to the General Fund Reserve to be used towards maintaining an adequate level of reserves (fund balance).

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve the Shiawassee County Annual Surplus Budget Policy. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve the purchase of a 1 ton truck for the Buildings & Grounds Department out of the 2016 Budget not to exceed \$28,000.00. Motion carried with the following roll call vote of 4 yeas and 3 nays. Yeas: Commissioners Horvath, Root, Bartz and Plowman. Nays: Commissioners Holzhausen, Schneider and Aue

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve placing the Emergency Management Coordinator at 34 hours per week in the 2016 Budget and draft a new contract to reflect the changes. Motion carried with the following roll call vote of 6 yeas and 1 nay. Yeas: Commissioners Horvath, Holzhausen, Root, Bartz, Plowman and Aue. Nay: Commissioner Schneider

It was moved by Commissioner Root, seconded by Commissioner Plowman to approve the minutes of the December 14, 2015 Finance & Administration Committee meeting. Motion carried.

It was moved by Commissioner Schneider, seconded by Commissioner Root to approve the minutes of the December 15, 2015 Public Safety & Courts Committee meeting. Motion carried.

It was moved by Commissioner Bartz, seconded by Commissioner Holzhausen to approve the Retail Service Agreement between Daystarr Communications and the Shiawassee County Health Department for telephone network services in the amount of \$972.46 per month for a period of March 1, 2016 through February 28, 2018 and authorize Larry Johnson, Health Director to sign the same. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Bartz, seconded by Commissioner Holzhausen to approve the agreement between the Shiawassee RESD and the Shiawassee County Health Department for information technology services in the amount of \$103,350.00 for the period of December 1, 2015 through June 30, 2017 and authorize Larry Johnson, Health Director to sign the same. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Bartz, seconded by Commissioner Horvath to approve the minutes of the December 15, 2015 Health & Human Services Committee meeting. Motion carried.

It was moved by Commissioner Plowman, seconded by Commissioner Aue to approve the Probate Court contract. Motion carried with the following roll call vote of 7 yeas and 0 nays. Yeas: Commissioners Horvath, Holzhausen, Schneider, Root, Bartz, Plowman and Aue.

It was moved by Commissioner Plowman, seconded by Commissioner Aue to approve posting the Financial Specialist position. Motion carried.

Call to the public:

Robert McLaren, 4660 Lansing Road, Bancroft – Hiring CPA

The meeting was adjourned at 5:12 p.m.

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Lauri L. Braid, Shiawassee County Clerk  
and Clerk to the Board of Commissioners