

At the regular meeting of the Shiawassee County Board of Commissioners held on Friday, December 15, 2017 in the Commissioner Chambers, Surbeck Building, Corunna, Michigan:

The meeting was called to order by Chairman Root.

Pledge of Allegiance was recited.

Invocation was offered by Chairman Marks.

Roll Call found Commissioners Marks, Holzhausen, McMaster, Coscarelli, Bruff, and Chairman Root present. Commissioner Bartz was excused.

The Public hearing was called to order by Chairman Root at 4:05 p.m.

Call to the public: no one responded.

The Public hearing closed at 4:06 p.m.

It was moved by Commissioner Bruff, seconded by Commissioner Coscarelli to approve the minutes of the November 9, 2017 Board of Commissioners meeting. Motion carried.

It was moved by Commissioner Holzhausen, seconded by Commissioner Bruff to approve the minutes of the November 27, 2017 Board of Commissioners Special meeting. Motion carried.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to approve the bills listed on the Invoice Edit Report dated November 8, 2017 in the amount of \$55,378.86, Invoice Edit Report dated November 15, 2017 in the amount of \$3,288.76, Invoice Edit report dated November 15, 2017 in the amount of \$119,581.96, Invoice Edit Report dated November 21, 2017 in the amount of \$410,447.79, Invoice Edit Report dated November 22, 2017 in the amount of \$1,534,525.17, Invoice Edit Report dated November 29, 2017 in the amount of \$83,805.37, Invoice Edit Report dated December 6, 2017 in the amount of \$524,864.29, Invoice edit Report dated December 6, 2017 in the amount of \$933.50, Invoice Edit Report dated December 8, 2017 in the amount of \$2,844,390.02, a wire transfer for BCBS in the amount of \$221,098.00 on December 1, 2017, a wire transfer for MERS in the amount of \$225,823.38 on November 30, 2017, provided by Shiawassee County Administration Office and to authorize that warrants be drawn from the treasury for same. Motion carried with the following roll call vote of 6 yeas: Commissioners Holzhausen, McMaster, Coscarelli, Bruff, Marks and Root. 0 Nays

Bob Sherwood, Durand. Veteran Affairs.

Les Schneider, Durand. Veteran Affairs.

It was moved by Commissioner Bruff, seconded by Commissioner Marks to approve the minutes of the December 14, 2017 Committee of the Whole meeting. Motion Carried.

It was moved by Commissioner Bruff, seconded by Commissioner McMaster to approve the Consent Agenda items listed: Motion carried.

Reappoint Dr. Mark E. Miller and Joe Ocenasek to the Brownfield Authority Board for the period of 01-01-2018 to 12-31-2023, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint John Horvath to the GLS Region V Planning & Development Commission for the period of 01-01-2018 to 12-31-2018, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Julie Hales Smith to the Housing Program Advisory Council for the period of 01-01-2018 to 12-31-2020, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Stacy Loomis and Tina Tuller to the Parks and Recreation Commission for the period of 01-01-2018 to 12-31-2020, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Bonnie Reno to the Planning Commission for the period of 01-01-2018 to 12-31-2020, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Cody Baker, Melissa Higbee, and Dennis Braid to the Solid Waste Management Committee for the period of 01-01-2018 to 12-31-2019, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Chris Klawuhn to the Solid Waste Management Committee for the period of 01-01-2018 to 12-31-2019, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Julie Hales Smith to the Zoning Board of Appeals Board for the period of 01-01-2018 to 12-31-2020, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Joel Macias as an alternate to the Zoning Board of Appeals Board for the period of 01-01-2018 to 12-31-2020, or until a successor is appointed and authorize the Board Chair to execute all necessary documents.

Reappoint Michael Herendeen to the Central Dispatch Board for the period 01-01-2018 to 12-31-2020, or until a successor is appointed.

Reappoint Cathy Mulholland to the Central Dispatch Board for the period 01-01-2018 to 12-31-2020, or until a successor is appointed.

Reappoint Chief Guy L. Hubbard to the Central Dispatch Board for the period 01-01-2018 to 12-31-2020, or until a successor is appointed.

Reappoint Kevin Lenkart to the Central Dispatch Board representing the Fire Association for the period 01-01-2018 to 12-31-2020, or until a successor is appointed.

Reappoint Matthew S. McKone to the Community Corrections Advisory Board for the period 01-01-2018 to 12-31-2019, or until a successor is appointed.

Reappoint Mayor Charles Kerridge to the Community Corrections Advisory Board for the period 01-01-2018 to December 31-2019, or until a successor is appointed.

Reappoint Sandra Michalek to the Valley Area on Aging Board for the period 01-01-2018 to 12-31-2019, or until a successor is appointed.

Appoint Irene Hosking to the Veterans' Affairs Committee Board for the period 01-01-2018 to 12-31-2021, or until a successor is appointed.

Appoint Chris Bagwell to the Veterans' Affairs Committee Board for the period 01-01-2018 to 12-31-2021, or until a successor is appointed.

Reappoint Joe DeCaire to the Solid Waste Management Committee Board for the period 01-01-2018 to 12-31-2019, or until a successor is appointed.

Authorize the clarification that the Board of Commissioners approval of the Shiawassee County Personnel Policy Handbook effective February 2017 was not intended to work any substantial change on the pay and benefits provided by the previous policies, and that, specifically, sick time as described in the handbook continues to be provided on a prorated basis to regular part-time employees who are regularly scheduled for at least 40 hours per pay period.

It was moved by Commissioner Coscarelli, seconded by Commissioner Bruff to approve the minutes of the December 11, 2017 Economic and Physical Development Committee meeting.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize acting pursuant to the authority granted a county under Section 8 of Public Act 152 to exempt Shiawassee County government from the requirements of 2011 Public Act 152 for Calendar year 2017. Motion carried with the following roll call vote of 6 yeas: Commissioners McMaster, Coscarelli, Bruff, Marks, Holzhausen and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to adopt the Shiawassee County Budgetary and Fiscal policies and authorize the Board Chair to sign all necessary documents. Motion carried.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize the MERS Adoption Agreement for SEIU-Registered Nurses Bridged Plan and authorize the Board Chair to sign all necessary documents. The motion carried with the following roll call vote of 6 yeas: Commissioners Coscarelli, Bruff, Marks, Holzhausen, McMaster and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Holzhausen to authorize the purchase of the land and building known as the Capitan Building, 149 East Corunna Avenue, Corunna, MI, 48817, with related easements, from the Corunna Downtown Development Authority for the amount of \$56,933.16, funding provided in general ledger account 101-269-804.200, and authorize the Board Chair to execute all required documents. The motion carried with the following roll call vote of 6 yeas: Commissioners Bruff, Marks, Holzhausen, McMaster, Coscarelli and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Holzhausen to authorize Resolution #17-12-25 granting permission of continuance of existing encroachment by Shiawassee County, Michigan renewing permission for the encroachment of the Capitan building stairs onto Corunna property now as owner of the building, and authorize the Board Chair to execute all required documents. The motion carried with the following roll call vote of 6 yeas: Commissioners Marks, Holzhausen, McMaster, Coscarelli, Bruff and Root. Nays: 0.

Resolution #17-12-25

RESOLUTION GRANTING PERMISSION OF CONTINUANCE OF EXISTING ENCROACHMENT BY SHIAWASSEE COUNTY, MICHIGAN,

AT A REGULAR MEETING of the Shiawassee County Board of Commissioners, that was held on Friday, December 15, 2017, the Shiawassee County Board of Commissioners resolve on a Motion by Commissioner Marks, and seconded by Commissioner Holzhausen;

WHEREAS, the City of Corunna, a Michigan Municipal Corporation, and Shiawassee County, a political subdivision of Michigan, are dedicated owners of a certain piece of land located within the City of Corunna and described on the tax rolls as follows;

Part of vacated Brady Street and part of East 1 foot of lots 9 and 12, Block 12 described as the East 1 foot of Lot 9 and 12, Block 12 and beginning at the Southeast corner of Block 12 of the original plat of "The Village of Corunna" as recorded in Liber B on page 515, Shiawassee County Records, thence N00*07'27"E on the East line of said Block 12

a distance of 100.66 feet; thence N90*00'00"E 2.41 feet; thence S00*10'13"W 100.66 feet; thence S89*58'52"W 2.33 feet to the point of beginning.

WHEREAS, there has for an indefinite period of time existed an encroachment of steps and approaches connected with the County building known as the Capitan/Hoschner Building located on the above described property with a property address of 149 E Corunna Avenue, Corunna, MI 48817.

WHEREAS, the Shiawassee County Board of Commissioners and the City of Corunna, by resolution, may permit the continuance of an existing encroachment but no permission or resolution granting such permission shall vest any permanent rights in the person owning or occupying the structure(s) which encroach upon the above named property, street or alley, and Shiawassee County and the City of Corunna, being mindful that for the purpose of at least granting permission for the continuance of such encroachment but not for the betterment thereof, the County and the City may grant by resolution, permission for the continuance of such existing encroachment as above described for the duration and life-time thereof but not longer with a provision that no additions whatsoever be made thereto as encroaching such property, street, or alley, and in the case of damage thereto exceeding fifty (50%) of the area of such structure, no repairs to be made thereto, and upon the tearing down, destruction or deterioration in excess of fifty (50%) percent of the area herein involved, no new construction be allowed without permission being granted by both the City of Corunna and the County of Shiawassee and

WHEREAS, such RESOLUTION GRANTING PERMISSION OF CONTINUANCE OF EXISTING ENCROACHMENT on the above described is terminable at the sole will of the City Council, the City of Corunna and the County Commissioners, Shiawassee County.

NOW THEREFORE, be it resolved that the Shiawassee County Board of Commissioners and the City Council of the City of Corunna, Michigan, by a separate resolution passed by the City, does herewith grant PERMISSION to the current owners of record and any subsequent owners of such premises of the general address of 149 E Corunna Avenue, PERMISSION for such continued encroachment under the terms and conditions hereinabove set forth and that this PERMISSION is not permanent but is only to be construed as effective until its lapse and/or termination upon the terms and conditions hereinabove set forth with regard to such all encroaching structure.

On roll call vote, the RESOLUTION GRANTING PERMISSION OF CONTINUANCE OF EXISTING ENCROACHMENT by the City of Corunna, Michigan, City Council, was duly passed by the following vote:

YEAS : 6
NAYS 0
EXCUSED: Commissioner Bartz

Dated: _____,

Jeremy R. Root – Chairman – Shiawassee County Board of Commissioners

I, Caroline Wilson, County Clerk, County of Shiawassee, Michigan, do hereby certify that the foregoing is a true and complete copy of the RESOLUTION GRANTING PERMISSION OF CONTINUANCE OF EXISTING ENCROACHMENT BY THE COUNTY BOARD OF COMMISSIONERS, concerning the above described property located at 149 E Corunna Avenue, Corunna, Michigan, adopted by the Shiawassee County Board of Commissioners, at its regular meeting on Friday, December 15, 2017.

Dated: December 15, 2017

Caroline D. Wilson
Caroline D. Wilson, County Clerk

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize granting to the City of Corunna a perpetual utility easement across the north end of the Capitan building property, and authorize the Board Chair to execute all required documents. Motion carried with the following roll call vote of 6 yeas: Commissioners Holzhausen, McMaster, Coscarelli, Bruff, Marks and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize the payment of the final installment on MMRMA insurance coverage for the 2017-2018 coverage year in the amount of \$80,435.50, with funds budgeted and available in 101-954-910.000. The motion carried with the following roll call vote of 6 yeas: Commissioners McMaster, Coscarelli, Bruff, Marks, Holzhausen and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Holzhausen to authorize the purchase of software, licenses and server hardware required to upgrade the County email system to a state of compliance with current standards in the amount of \$39,001.00 to be paid from general ledger account 101-258-970.00. Motion carried with the following roll call vote of 6 yeas: Commissioners McMaster, Coscarelli, Bruff, Marks, Holzhausen and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Holzhausen the quarterly disbursement to Mid-State Health Network (MSHN) in the amount of \$28,519.27 from Shiawassee County in accordance with P.A. 2 of 1986 "Cobo Hall Convention Facility" or "Liquor Tax" funds, and authorize the Board Chair to execute all necessary documents. The motion carried with the following roll call vote of 6 yeas: Commissioners Coscarelli, Bruff, Marks, Holzhausen, McMaster and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize the 2018 County Holidays. Motion carries.

2018 COUNTY HOLIDAYS

January 1	New Year's Day
January 15	Martin Luther King Jr. Day
February 19	President's Day
March 30	Good Friday

May 28	Memorial Day
July 4	Independence Day
September 3	Labor Day
October 8	Columbus Day
November 12	Veteran's Day
November 22 & 23	Thanksgiving Day
December 24	Christmas Eve
December 25	Christmas Day
December 31	New Year's Eve

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize budget amendment #17-17 and authorize the Board Chair to execute all necessary documents. The motion carried with the following roll call vote of 6 yeas: Commissioners Bruff, Marks, Holzhausen, McMaster, Coscarelli and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize the amended 2018 Budget and Resolution #17-12-26 with correction to verbage. The motion carried with the following roll call vote of 6 yeas: Commissioners Marks, Holzhausen, McMaster, Coscarelli, Bruff and Root. Nays: 0.

It was moved by Commissioner Marks, seconded by Commissioner Bruff to authorize the 2018 Budget and Resolution #17-12-26. The motion carried with the following roll call vote of 6 yeas: Commissioners Holzhausen, McMaster, Coscarelli, Bruff, Marks and Root. Nays: 0.

**RESOLUTION NO. 17-12-26
A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF SHIAWASSEE COUNTY
REGARDING THE FY 2018 BUDGET**

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, requires each local unit of government to adopt a balanced budget for all required funds; and

WHEREAS, the Finance and Administration Committee of the Board of Commissioners has reviewed requests for funding and recommendations on anticipated revenues from the County Elected Officials and Department and Agency Directors; and

WHEREAS, the Board of Commissioners of Shiawassee County, Michigan, duly advertised a proposed budget for Fiscal Year (FY) 2018, as required by the Uniform Budgeting and Accounting Act.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Shiawassee County, Michigan, does hereby approve the FY 2018 budget for the General Fund, showing revenues totaling **\$16,348,667** and expenditures totaling **\$16,389,179**, based on an approved millage of **5.5544** mills (after Headlee reduction); and

BE IT FURTHER RESOLVED, that payment of bills – pursuant to MCLA 46.71, all claims against Shiawassee County shall be approved by the Board of Commissioners prior to being paid. The Administration Finance office may pay certain bills prior to approval by the Board to avoid late penalties, service charges and interest. The Board shall receive a list of claims (bills) paid prior to approval for approval at the next Board meeting; and

BE IT FURTHER RESOLVED, that proposed expenditures of \$5,000.00 or more must be approved by the Board of Commissioners before the spending occurs. Department Heads that report to the Administration office and report to a specific Commissioner are authorized to expend up to \$1,000.00 without requiring price comparisons or other approval. Expenditures between \$1,001.00 and \$4,999.99 require 3 comparative price quotes and approval by the specific Commissioner that has oversight of the department; and

BE IT FURTHER RESOLVED, that the Board of Commissioners approves a hiring freeze on all positions with the exception of the Treasurer's office and Clerk's office. The Board of Commissioners does require that any vacancy in existing positions be reviewed by the Finance and Administration Committee and approved by the Full Board prior to being refilled; and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby approves salaries effective January 1, 2018, of \$50,424 for the County Clerk, Drain Commissioner, Register of Deeds and Treasurer; of \$76,846 for the Sheriff; and of \$83,846 for the Prosecutor; and of \$6,065 for each County Commissioner; and of \$4,190 for each Road Commissioner; and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby approves FY 2018 budget for Special Revenue Funds under Attachment A; and

BE IT FURTHER RESOLVED, that the Financial Administrator shall provide the Board of Commissioners at the Board meeting immediately following the end of each fiscal quarter a report of fiscal year to date revenues and expenditures compared to the budgeted amounts in various funds of the County; and

BE IT FURTHER RESOLVED, that the County Board Chairman shall serve as the Chief Fiscal Officer and the Chief Administrative Officer for the purposes of the Uniform Budget and Accounting Act, 1968 PA2, as amended (MCL 141.421); and

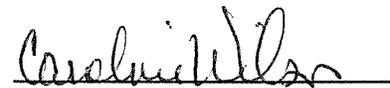
BE IT FURTHER RESOLVED, that the Financial Administrator shall be authorized to make budget amendments transferring up to \$5,000 between accounts, departments, or funds without prior approval from the Board, and

BE IT FURTHER RESOLVED, that whenever it appears to County Administration that the actual and probable revenues will be less than the estimated revenues upon which appropriations were based, and when it appears that expenditures

will exceed an appropriation, County Administration shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both; and APPROVED BY THE BOARD OF COMMISSIONERS OF SHIAWASSEE COUNTY ON THIS DATE, December 14, 2017.

Jeremy Root, Chairperson

ATTEST:



Caroline Wilson
County Clerk and Secretary
To the Board of Commissioners

It was moved by Commissioner Marks, seconded by Commissioner Holzhausen to approve the minutes of the December 11, 2017 Finance & Administration Committee meeting. Motion carried.

It was moved by Commissioner Bruff, seconded by Commissioner Marks to authorize the Sheriff's Office to hire 1 part-time (up to 25 hours per week) Court Security Officer to refill a vacancy at an hourly pay rate of \$12.00 per hour with no fringe benefits except those required by law. Motion carried with the following roll call vote of 6 yeas: Commissioners McMaster, Coscarelli, Bruff, Marks, Holzhausen and Root. Nays: 0.

It was moved by Commissioner Bruff, seconded by Commissioner Marks to approve the minutes of the December 12, 2017 Public Safety and Courts Committee meeting.

It was moved by Commissioner McMaster, seconded by Commissioner Bruff to authorize the Health Department to contract with Dr. Dennis Chernin, M.D., M.P.H. in the amount of \$35,124.00 for the period of January 01, 2018 to December 31, 2018 and authorize Larry Johnson, Health Director, to sign all necessary documents. Motion carried with the following roll call vote of 6 yeas: Commissioners McMaster, Coscarelli, Bruff, Marks, Holzhausen and Root. Nays: 0.

It was moved by Commissioner McMaster, seconded by Commissioner Marks to authorize the the Health Department to contract with Rex Pierce in the amount of \$35.00 per hour for the period of December 15, 2017 to June 30, 2018 and authorize Larry Johnson, Health Director, to sign all necessary documents. Motion carried with the following roll call vote of 6 yeas: Commissioners Coscarelli, Bruff, Marks, Holzhausen, McMaster and Root. Nays: 0.

It was moved by Commissioner McMaster, seconded by Commissioner Bruff to authorize the Health Department to contract with Mid-Michigan District Health Department in the amount of \$6,000.00 for the period of January 01, 2018 to December 31, 2018 and authorize Larry Johnson, Health Director, to sign all necessary documents. Motion carried with the following roll call vote of 6 yeas: Commissioners Bruff, Marks, Holzhausen, McMaster, Coscarelli and Root. Nays: 0.

It was moved by Commissioner McMaster, seconded by Commissioner Holzhausen to authorize the Health Department to hire a Public Health Nurse II to refill a vacancy at the SEIU Nurse

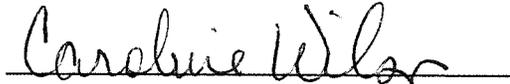
salary range of \$42,545.34 - \$52,365.20. Motion carried with the following roll call vote of 6 yeas: Commissioners Marks, Holzhausen, McMaster, Coscarelli, Bruff and Root. Nays: 0.

It was moved by Commissioner McMaster, seconded by Commissioner Bruff to explore the options and legalities of removing any and all appointed Committee Board members by the Board of Commissioners. Motion carried with the following roll call vote of 6 yeas: Commissioners Holzhausen, McMaster, Coscarelli, Bruff, Marks and Root. Nays: 0.

It was moved by Commissioner McMaster, seconded by Commissioner Bruff to approve the minutes of the December 12, 2017 Health and Human Services Committee meeting.

Chairman Root, acknowledged the Board of Commissioners 2017 accomplishments.

Meeting adjourned at 5:02 p.m.

A handwritten signature in cursive script, reading "Caroline Wilson", written over a horizontal line.

Caroline Wilson, County Clerk