

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson
Robert Showers
Vice-Chairperson
Kam J. Washburn

Members
David W. Pohl
Bruce DeLong
Kenneth B. Mitchell
Dwight Washington
Adam C. Stacey

COURTHOUSE
100 E. STATE STREET
ST. JOHNS, MICHIGAN 48879-1571
989-224-5120



Administrator
Ryan L. Wood
Clerk of the Board
Diane Zuker

DATE 10/29/2019

The Clinton County Board of Commissioners met on Tuesday, October 29, 2019 at 9:00 a.m. in the Clinton County Board of Commissioners Room, Courthouse, St. Johns, Michigan with Chairperson Robert Showers presiding.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

Chairperson Showers called for a moment of silence. The pledge of allegiance was given to the flag of the United States of America.

ROLL CALL

Roll was called and a quorum reported. Present were Commissioners Kam Washburn, David Pohl, Bruce DeLong, Kenneth B. Mitchell, Robert Showers, Dwight Washington and Adam Stacey.

COUNTY PERSONNEL

Doug Riley, Ryan Wood and Craig Longnecker.

VISITORS

Rick Ruble, Archie Tomczyk, MaLissa Schutt, Peter Apostol and Rex Ferguson.

AGENDA

The agenda was presented for review and approval.

BOARD ACTION: Commissioner Mitchell moved, supported by Commissioner Pohl to approve the agenda as printed. Motion carried.

APPROVAL OF MINUTES

The following minutes were presented for review and approval:

- September 24, 2019 Board Meeting
- October 8, 2019 Board Meeting

BOARD ACTION: Commissioner Mitchell moved, supported by Commissioner Washington to approve the minutes as printed. Motion carried.

COMMUNICATIONS

The following communications were received:

1. Alger County Resolution opposing Legislation to prevent County Commissioner Candidates from disclosing their party affiliation on ballots
2. Bay County Resolution opposing Legislation to prevent County Commissioner Candidates from disclosing their party affiliation on ballots
3. Grand Traverse County Resolution supporting Enbridge's Line 5 Tunnel
4. Lapeer County Resolution supporting Enbridge's Line 5 Tunnel
5. Mackinac County Resolution supporting Enbridge's Line 5 Tunnel
6. Menominee County Resolution supporting Enbridge's Line 5 Tunnel
7. Lake County Resolution opposing Trial Court Funding Interim Report in part

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to acknowledge receipt of the communications. Motion carried.

ADMINISTRATOR'S REPORT	Ryan Wood, County Administrator noted that he met with Dan Lord, Section Manager and Erin Campbell, Grant Coordinator for Michigan Natural Resources Trust Fund (MNRTF) regarding a grant application for a potential park site in Riley Township.
PUBLIC COMMENTS	Chairperson Showers called for public comments. There were none.
PRESENTATION OF RESOLUTION HONORING CAPITAL AREA UNITED WAY	A Resolution honoring Capital Area United Way on their 100 th Anniversary will be presented to Mr. Glenn H. Freeman III at a later date.
NORTHPOINTE COMMUNITY CHURCH PROGRAM	Chairperson Showers introduced Rick Ruble, Lead Pastor with Northpointe Community Church in DeWitt. Pastor Ruble informed the members that Northpointe Community Church is taking a major step in the community this fall by paying off over \$3,788,000 in outstanding medical debt in Clinton County and the surrounding area. He shared with the members how the process works. This will impact approximately 1 in every 8 families in the area who are currently under collections for medical debt.
CLINTON AREA TRANSIT SYSTEM UPDATE	Chairperson Showers introduced Gail Watkins, Member of the Clinton Transit Board to provide an update and outline a few of the recent improvements that have been made at Clinton Transit. Mr. Watkins introduced MaLissa Schutt, Interim General Manager who briefly spoke about Clinton Transit's Ridership. Ms. Schutt was the former Mobility Manager in Shiawassee County and began her new position at Clinton Transit on July 2, 2019. Ms. Schutt noted that Clinton Transit has recently extended their hours until 7:00 p.m. She is focusing on the finances of Clinton Transit and maintaining bus drivers for a longer term by providing better wages/benefits, among many other goals she is hoping to accomplish in the near future. Other Board members Archie Tomczyk, Peter Apostol and Rex Ferguson were present and expressed their pleasure with the current status of Clinton Transit, however they noted that maintaining bus drivers has been difficult.
ADOPTION OF RECYCLING SERVICE PLAN PUBLIC COMMENT	<p>Chairperson Showers introduced discussion regarding the Clinton County Recycling Service Plan for 2020 pursuant to PA 69 of 2005. The service period of this plan commences on January 1, 2020 and ends December 31, 2020. This annual plan is between the County and local municipalities to help oversee the recycling drop off sites within the County. The plan is part of the annual budget approval process.</p> <p>Chairperson Showers called for public comments on the Plan. There were none.</p> <p>BOARD ACTION: Commissioner Pohl moved, supported by Commissioner Mitchell to adopt the Clinton County Recycling Service Plan for 2020. Motion carried.</p>
RESOLUTION 2019-17 ADOPTING THE 2020 COUNTY BUDGET, GENERAL APPROPRIATIONS ACT AND MILLAGE	<p>Chairperson Showers introduced discussion regarding the Resolution to adopt the 2020 County Budget, General Appropriations Act and Millage. The public hearing on the budget, as required by statute, was held on October 8, 2019.</p> <p>BOARD ACTION: Commissioner Washburn moved, supported by Commissioner Pohl to approve the Resolution to adopt the 2020 Clinton County Budget, General Appropriations Act and Millage. Voting on the motion by roll call vote, those voting aye were Commissioners Mitchell, Pohl, Washburn, DeLong, Stacey, Washington and Showers. Seven ayes, zero nays. Motion carried. (INSERT RESOLUTION)</p>

ZONING

Commissioner Stacey introduced Doug Riley, Community Development Director to present the following zoning matters:

PC-25-19 SLU
SPECIAL LAND USE PERMIT
EDWARD HENGESBACH
MEDICAL HARDSHIP
TRAILER
WESTPHALIA TOWNSHIP

PC-25-19 SLU Application for Special Land Use Permit submitted by Edward Hengesbach to allow for a medical hardship trailer (mobile home) to be placed on the property located at 10072 S. Jones Road, Section 31 of Westphalia Township.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to concur with the recommendation of the Planning Commission to approve the Special Land Use Permit submitted by Edward Hengesbach.

Chairperson Showers called for comments and/or questions. There were none.

Voting on the motion by roll call vote, those voting aye were Pohl, Washburn, DeLong, Mitchell, Washington, Stacey and Showers. Seven ayes, zero nays. Motion carried.

PC-28-19 MA
CHANGE OF ZONE/MAP
AMENDMENT
STEPHEN DROSTE
A-2 GENERAL
AGRICULTURE TO RR
RURAL RESIDENTIAL
OLIVE TOWNSHIP

PC-28-19 MA Petition for Change of Zone/Map Amendment OR 153-19 submitted by Stephen Droste to rezone approximately 11.02 acres located at 8402 Loomis Road, Section 20 of Olive Township from A-2 (General Agriculture) to RR (Rural Residential).

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to concur with the recommendation of the Planning Commission to approve the Petition for Change of Zone/Map Amendment submitted by Stephen Droste.

Chairperson Showers called for comments and/or questions. There were none.

Voting on the motion by roll call vote, those voting aye were Mitchell, Pohl, Washburn, DeLong, Stacey, Washington and Showers. Seven ayes, zero nays. Motion carried.

PA-116 FARMLAND
APPLICATIONS

The following PA-116 Farmland Applications were submitted for review by the Board:

- 2019-11 Steve J. & Scott J. Lonier, Riley Township, Section 20
- 2019-12 Steve J. & Scott J. Lonier, Riley Township, Section 29

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Washburn to approve the PA-116 Farmland Applications and direct the Clerk to forward the applications to the State. Motion carried.

APPROVAL OF
COMMISSIONERS'
EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Pohl to approve the expense accounts, subject to review by the Chair and Clerk. Motion carried.

COMMITTEE REPORTS

The following are reports of Committee meetings:

PUBLIC SAFETY
COMMITTEE MEETING

Commissioner Mitchell, Chairperson of the Public Safety Committee reported on a meeting held October 24, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Ken Mitchell, Public Safety Chairperson
Kam Washburn
Dwight Washington
David Pohl
Bruce DeLong
Robert Showers, Ex-Officio Member

Staff Present

Ryan Wood
Craig Longnecker
Penny Goerge
Jennifer Richards
Dan Gibson
Honorable Michelle Rick
Miranda Zemla

Members Excused

Adam Stacey

Others Present

Jamie Lovelace, Department of Health and Human Services (DHHS)
Sheri Mandeville, DHHS

CALL TO ORDER/APPROVAL
OF AGENDA

1. Chairperson Mitchell called the meeting to order at 1:00 p.m.

COMMITTEE ACTION: Commissioner Pohl moved, supported by Commissioner DeLong, to approve the agenda. Motion carried.

PUBLIC COMMENTS

2. Chairperson Mitchell requested limited public comments. There were no public comments.

PRE-TRIAL SERVICES
DISCUSSION

Pre-Trial Services Discussion: Chairperson Mitchell introduced Honorable Michelle Rick to provide an update regarding Pre-Trial Services.

- Judge Rick introduced the members to our new Pre-Trial Services Director, Miranda Zemla, to provide a brief background of her experience and discuss the primary mission of the pre-trial services program that Clinton County is putting in place;
- Ms. Zemla explained how she will be screening at the time of arraignment by utilizing a pretrial risk assessment software tool to develop a bail recommendation aimed at lessening the risk of failure to appear or re-arrest; the goal is to maximize the number of defendants that can be safely released into the community while detaining those who pose a risk to public safety;
- It was emphasized that community safety is the number one priority and that this program goes beyond supervision and monitoring as they are planting a seed of rehabilitation;
- Ms. Zemla is participating in site visits of other counties that currently have this program in place; she plans to report back to the committee next year to provide an update on how our program is going.

No action taken.

CHILD CARE FUND BUDGET
OVERVIEW

3. Chairperson Mitchell introduced Craig Longnecker, Deputy Administrator, to discuss the Child Care Fund Budget.

- A budget summary showing the status of the child care fund was provided;
- Deputy Administrator Longnecker noted that the Child Care Fund has been stable and currently within the budget.

No action taken.

DEPARTMENT OF HEALTH
AND HUMAN SERVICES
CHILD CARE FUND UPDATE

4. Chairperson Mitchell introduced Jamie Lovelace and Sheri Mandeville from DHHS to discuss the Child Care Fund.
 - Mr. Lovelace provided an update on the status of the child care fund;
 - Discussion took place regarding the Department's goals of reducing the amount of children in care; policies and procedures are being reviewed and ideas are being exchanged about how kids can return home sooner; a stronger focus is also being placed on working with families after the kids are home to ensure that they aren't removed from the home again.

No action taken.

JUVENILE COURT
CHILD CARE FUND UPDATE

5. Chairperson Mitchell introduced Jennifer Richards, Manager of Probation-Juvenile Services and Dan Gibson, Juvenile Facilities Manager to provide an update on behalf of the Child Care Fund.
 - Ms. Richards provided information to the Members regarding juvenile programming and treatment for the first three quarters of 2019;
 - Mr. Gibson briefly discussed the number of caseloads and services that we have year to date;
 - The members were notified that the County has been awarded \$12,890 from the Juvenile Mental Health Court Planning Grant.

No action taken.

COMMISSIONERS'
COMMENTS

6. Chairperson Mitchell requested Commissioners' comments. There were none.

ADJOURNMENT OF
COMMITTEE MEETING

7. Chairperson Mitchell adjourned the meeting at 2:00 p.m.

WAYS & MEANS
COMMITTEE MEETING

Commissioner DeLong, reported on a Ways and Means Committee held October 24, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Adam Stacey, W&M Committee Chairperson (Arrived at 2:47 p.m.)
Kam Washburn
Ken Mitchell
David Pohl
Bruce DeLong
Dwight Washington
Robert Showers, Ex-Officio Member

Staff Present

Ryan Wood
Craig Longnecker
Doug Riley
Penny Goerge
Kate Neese

CALL TO ORDER/APPROVAL
OF AGENDA

1. In the absence of Ways and Means Committee Chairperson Stacey, Human Resources Committee Chairperson DeLong called the meeting to order at 2:05 p.m.

COMMITTEE ACTION: Commissioner Pohl moved, supported by Commissioner Washburn, to approve the agenda. Motion carried.

PUBLIC COMMENTS

2. Human Resources Committee Chairperson DeLong requested limited public comments. There were none.

WASTE MANAGEMENT
ANNUAL RURAL
RECYCLING SERVICE PLAN
FOR 2020

3. Human Resources Committee Chairperson DeLong introduced Kate Neese, Waste Management Coordinator, to present the 2020 Recycling Service Plan for Clinton County.
 - Waste Management Coordinator Neese presented the annual service plan that is in accordance with Public Act 69 of 2005 (formerly Act 138 of 1989) which describes the methods whereby the county and local units will meet the recycling goals and, also, establishes a “per household” fee necessary to implement the Act 138 Plan within the participating local units for that year.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washington, to **recommend** approving the Recycling Service Plan for Clinton County 2020. Motion carried. (See page 2 of minutes for Board Action)

EQUALIZATION
STATE TAX COMMISSION
WAIVER

4. Human Resources Committee Chairperson DeLong introduced discussion regarding the state tax commission waiver request.
 - The members are being asked to approve an application on behalf of Clinton County for a state tax commission waiver of county certification level for 2020;
 - The Board of Commissioners may or may not use the waiver; however if granted, this waiver would add an alternative/supplemental option to the other planning information being used to plan for the future of the Equalization Department.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washburn, to **recommend** approving the application for a state tax commission waiver of county certification level for 2020 along with the necessary signatures to certify the application for submission. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Stacey to concur with the committee recommendation. Motion carried.

MICHIGAN STATE
UNIVERSITY EXTENSION
ANNUAL AGREEMENT FOR
SERVICES FOR FY 2020

5. Human Resources Committee Chairperson DeLong introduced discussion regarding an annual agreement for extension services provided by Michigan State University for FY 2020.
 - The total cost of \$245,494 for the 2020 annual agreement has been included in the proposed 2020 MSU Extension budget; this amount reflects an increase of \$7,745 from last year, or about 3.25%.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to **recommend** approving the 2020 Agreement for Extension Services provided by Michigan State University. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried.

RESOLUTION 2019-18
HONORING CAPITAL AREA
UNITED WAY FOR ITS 100TH
ANNIVERSARY

6. Human Resources Committee Chairperson DeLong introduced discussion regarding a Resolution honoring the Capital Area United Way for its 100th Anniversary.
 - Glenn H. Freeman III from the Capital Area United Way is planning to attend the October 29th Board of Commissioners meeting to accept the Resolution.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washburn, to **recommend** approving a Resolution honoring the Capital Area United Way for its 100th Anniversary to be presented at the October 29 Board of Commissioners Meeting. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner

Mitchell to concur with the committee recommendation. Motion carried.
(INSERT RESOLUTION)

PLANNING UPDATE

7. Human Resources Committee Chairperson DeLong introduced Doug Riley, Community Development Director, to provide a planning update.
- PC-25-19 SLU – Application for a Special Land Use Permit (Public Hearing); Planning Commission recommends approval;
 - PC-28-19 MA – Petition for Change of Zone/Map Amendment OR 153-19 (Public Hearing); Planning Commission recommends approval;
 - Director Riley provided a quarterly report for code enforcement cases dated September 30, 2019.

No action required.

RESOLUTION APPROVING 2020 COUNTY BUDGET, GENERAL APPROPRIATIONS ACT AND MILLAGE

8. Human Resources Committee Chairperson DeLong introduced discussion regarding the proposed 2020 Budget Resolution.
- The members were provided with a draft copy of the proposed Resolution to adopt the 2020 Clinton County Budget, General Appropriations Act and Millage.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Washburn, to **recommend** approving the Resolution to Adopt the 2020 Clinton County Budget, General Appropriations Act and Millage. Motion carried. (See page 2 of minutes for Board Action adopting Resolution)

QUARTERLY BUDGET UPDATE

9. Human Resources Committee Chairperson DeLong introduced Deputy Administrator Longnecker to discuss the third quarter budget summary/adjustments.
- There are no recommended adjustments as of the end of the third quarter; however there are two areas of concern due to state budget cuts:
 - First, the secondary road patrol grant that has been removed from the budget; this represents an annual funding loss of \$80,000;
 - Second, the county jail reimbursement program is no longer available, further reducing general fund revenue by approximately \$100,000 annually;
 - In each case there is a possibility that funds may be reinstated; if funding is not restored by the end of this year adjustments will be recommended.

No action requested.

OPIOID LITIGATION UPDATE

10. Human Resources Committee Chairperson DeLong introduced Administrator Wood to provide an update regarding the county's lawsuit against the pharmaceutical industry in an attempt to recoup costs associated with the opioid epidemic.
- Administrator Wood notified the members that he and Prosecutor Sherman recently participated in a conference call with our litigation team regarding the county's lawsuit against the pharmaceutical industry; the committee was updated on future developments with regard to this lawsuit.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to **recommend** sending a notice to local municipalities on behalf of the Board of Commissioners advising them that the County is involved in a lawsuit against the pharmaceutical industry relating to the opioid epidemic. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to concur with the committee recommendation. Motion carried.

DRAIN COMMISSIONER

11. Human Resources Committee Chairperson DeLong introduced discussion

FLOODPLAIN MAPPING
AUTHORIZATION OF
AGREEMENT FOR
SERVICES WITH SPICER
GROUP TO IDENTIFY
FLOOD AREAS

regarding floodplain mapping.

- Drain Commissioner Hanes was asked to review and provide a recommendation on a proposal from Spicer Group that outlines a phased approach to help Clinton County landowners deal with issues related to the Federal Emergency Management Agency (FEMA) National Flood Insurance Rate Maps that became effective in 2011;
- Currently if a property is shown in the floodplain on the maps, the landowner will be required to purchase flood insurance by their mortgage company to comply with federal law; the issue at hand is that in some cases, the purchase requirement may not be necessary depending on the elevation of the structures on the property in relation to the base flood elevation;
- Drain Commissioner Hanes recommends authorization of the proposal submitted by Spicer Group to review FEMA effective floodplain maps using current LiDAR elevation data and identify and determine potential structures to remove from the Special Flood Hazard Area;
- The information gained from this would be a great help to landowners that may be unnecessarily purchasing flood insurance and could save some landowners thousands of dollars annually;
- Additionally it is recommended that a page be included on the county website that would consolidate information pertaining to floodplain mapping and processes residents might use to file Letters of Map Amendments (LOMA) with FEMA;
 - It was noted that a LOMA is used to document that structures on a property are above the base flood elevation which relieves them of the flood insurance purchase requirement; this information already exists on the internet but it can be overwhelming for most people to search and access;
 - Our webpage could assist our residents by providing easy access to forms and information via links to other websites.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Mitchell, to **recommend** authorizing the professional services (phases 1 and 2) from Spicer Group as outlined in their letter agreement dated September 11, 2019. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Mitchell to concur with the committee recommendation. Voting on the motion by roll call vote, those voting aye were Stacey, Washington, Washburn, Mitchell, Pohl, DeLong and Showers. Seven ayes, zero nays. Motion carried.

NOVEMBER MEETING AND
EVENTS CALENDAR

12. Human Resources Committee Chairperson DeLong introduced discussion regarding the November 2019 Open Meetings and Events Calendar.
- The Planning Commission Meeting was moved to November 7th and the Zoning Board of Appeals Meeting was moved to November 12th at 7:00 p.m.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Pohl, to **recommend** the approval of the November 2019 Open Meetings and Events Calendar as amended. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried.

ACCOUNTS PAYABLE
INVOICES PAID

13. Human Resources Committee Chairperson DeLong introduced discussion regarding the Accounts Payable Invoices Paid.

COMMITTEE ACTION: Commissioner Mitchell moved, supported by

Commissioner Washington, to approve the invoices paid from September 7 through October 4, 2019 in the amount of \$952,189.02. Motion carried.

ADMINISTRATOR'S
COMMENTS

14. Human Resources Committee Chairperson DeLong requested Administrator's comments. Administrator Wood had no comments.

ADJOURNMENT OF
COMMITTEE MEETING

15. Human Resources Committee Chairperson DeLong adjourned the meeting at 3:01 p.m.

**HUMAN RESOURCES
COMMITTEE MEETING**

Commissioner DeLong, Chairperson of the Human Resources Committee reported on a meeting held October 24, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Bruce DeLong, HR Committee Chairperson
Dwight Washington
Kam Washburn
Ken Mitchell
David Pohl
Adam Stacey
Robert Showers, Ex-Officio Member

Staff Present

Ryan Wood
Craig Longnecker
Penny Goerge

CALL TO ORDER/APPROVAL
OF AGENDA

1. Human Resources Committee Chairperson DeLong called the meeting to order at 3:03 p.m.

COMMITTEE ACTION: Commissioner Pohl moved, supported by Commissioner Washburn, to approve the agenda as amended. Motion carried.

- Addition to Agenda: Road Commission Salaries – 5A

PUBLIC COMMENTS

2. Human Resources Committee Chairperson DeLong requested limited public comments. There were none.

EQUALIZATION
DEPARTMENT
ASSISTANT EQUALIZATION
DIRECTOR
MICHIGAN MASTER
ASSESSING OFFICER
CERTIFICATION

3. Human Resources Committee Chairperson DeLong introduced discussion regarding the Equalization Department Michigan Master Assessing Officer (MMAO).

- Clinton County is required to have the annual property equalization process guided by an individual holding an MMAO certificate; this mandate is currently completed via the services of Michigan Equalization Services LLC (Scott Cunningham);
- Eric Harger currently serves as an appraiser in the equalization department; Mr. Harger had completed several assessor training classes and last year we encouraged him to move forward with the MMAO course with the goal of attaining this certification;
- Since that time, Mr. Harger has enrolled in the MMAO course, has completed the course work, and successfully completed the commercial/industrial appraisal narrative which is the first major milestone; he has two more exams later in November and provided everything goes well, he will be eligible for MMAO certification;
- Administrator Wood notified the members that Mr. Harger has clearly stated his desire to serve in the capacity of County Equalization Director; further, there isn't any doubt that having a full-time director with MMAO certification will benefit the county;
- Therefore it is suggested the county acknowledge his accomplishments and encourage his continued efforts.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washburn, to **recommend** promoting Eric Harger to the position of Assistant Equalization Director, adjusting the annual wage to \$70,000 effective with the pay period starting October 27, 2019, and upon attainment of MMAO certification be placed on the salary schedule for Equalization Director with a starting salary of \$81,801. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Mitchell to concur with the committee recommendation. Motion carried.

RESOLUTION 2019-19
AUTHORIZING FIRST
AMENDMENT TO
CAFETERIA PLAN

4. Human Resources Committee Chairperson DeLong introduced discussion regarding employee benefits.
- Administrator Wood explained that in conjunction with the transition to Insight as the Third Party Administrator for employee benefits, the cafeteria plan was reviewed;
 - The cafeteria plan allows employees to pay for certain qualified medical expenses, dependent care, health insurance premiums and other benefit premiums on a pre-tax basis;
 - The following plan modifications are recommended:
 - Implement Flexible Spending Carry-over – The flexible spending benefit permits employees to pay for eligible medical expenses such as office visit copays and prescriptions with pre-tax dollars; the carry-over will allow participating employees to roll over up to \$500 of the unused amounts remaining at the end of the plan year to the following plan year;
 - Allow part-time employees (working 20 hours or more) to pay with pre-tax dollars for supplemental insurance premiums such as Aflac and the Flexible Spending benefit.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Mitchell, to **recommend** adopting the Resolution authorizing the first amendment to the Clinton County Board of Commissioners Cafeteria Plan. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to concur with the committee recommendation. Motion carried.
(INSERT RESOLUTION)

PER DIEM RATE
DISCUSSION

5. Human Resources Committee Chairperson DeLong introduced discussion regarding per diems.
- The members discussed increasing the per diem rate from \$60 to \$70 for each business period to incentivize participation on the various county boards, committees and commissions;
 - No action is necessary at this time as this change can be incorporated into the Board of Commissioners Bylaws that will be reviewed and authorized at the 2020 Board of Commissioners Organizational Meeting.

No action required.

ROAD COMMISSIONER
SALARY INCREASE

- 5A. Human Resources Committee Chairperson DeLong introduced discussion regarding Road Commissioner salaries.
- Commissioner Washburn provided a salary survey to the Members and recommends that their annual salary be increased from \$6,000 to \$7,000 effective January 1, 2020.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to recommend the establishment of the Road Commissioner salary at \$7,000 effective January 1, 2020. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to concur with the committee recommendation. Motion carried.

COMMITTEE/COMMISSION
APPOINTMENTS

6. Human Resources Committee Chairperson DeLong introduced discussion regarding appointments to various Committees and Commissions. No action taken.

COMMISSIONERS'

7. Human Resources Committee Chairperson DeLong requested

COMMENTS

Commissioners' comments.

- Commissioner Showers briefly discussed House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for county commissioners;
- Commissioner Washburn provided an update on behalf of the Clinton County Road Commission and discussion took place regarding the Coleman Road project;
- Commissioner Pohl provided an update on behalf of Community Mental Health and Clinton Career Network;
- Commissioner Washington provided updates on behalf of the Mid-Michigan District Health Department and Tri-County Office on Aging;
- Commissioner Mitchell provided an update on behalf of Tri-County Office on Aging;
- Commissioner Stacey briefly discussed 911 surcharges.

RESOLUTION 2019-20
SUPPORTING LEGISLATION
TO ADOPT 4-YEAR TERMS
FOR COUNTY
COMMISSIONERS

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to **recommend** authorizing a Resolution supporting passage of legislation to adopt 4-year terms for county commissioners. Motion carried. Commissioner Stacey voted no.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Pohl to concur with the committee recommendation. Motion carried. Commissioner Stacey voted no. (INSERT RESOLUTION)

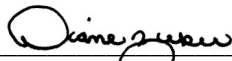
ADJOURNMENT OF
COMMITTEE MEETING

8. Human Resources Committee Chairperson DeLong adjourned the meeting at 3:48 p.m.

END OF COMMITTEE
REPORTS

ADJOURNMENT

With no further business to come before the Board, Chairperson Showers declared the meeting adjourned at 9:42 a.m.



 Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on November 26, 2019.