

SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS

The Schoolcraft County Board of Commissioners / Audit Finance Committee met on Monday, April 4, 2011 in the District Courtroom of the Schoolcraft County Building, City of Manistique, Michigan, commencing at 7:00 p.m. Chairperson Allen Grimm called the meeting to order at 7:00 p.m. The roll was called with the following members present and/or absent:

Present:                   Chairperson Allen Grimm  
                              Vice-Chairperson Daniel J. LaFoilie  
                              Commissioner Craig Reiter  
                              Commissioner George Ecclesine  
                              Commissioner Gerald L. Zellar  
                              Schoolcraft County Clerk Daniel R. McKinney

Absent: None.

Chairperson Allen Grimm led the Schoolcraft County Board of Commissioners and the members of the audience in the Pledge of Allegiance to the Flag of the United States of America.

**It was moved** by Commissioner Reiter and was seconded by Commissioner Ecclesine to approve the minutes of the March 15, 2011 meeting of the Schoolcraft County Board of Commissioners. The motion carried by unanimous aye vote of the Board members present. [Copies of minutes are available at the Office of the Schoolcraft County Clerk.]

Chairperson Allen Grimm asked if there were any additions, deletions or corrections to the printed agenda.

**It was moved** by Commissioner Ecclesine and was seconded by Commissioner Reiter to approve the agenda as printed. The motion carried by unanimous aye vote of the Board members present.

“Public Hearings”: None.

“Brief Public Comment”: None.

“Old and Unfinished Business”: Commissioner LaFoilie noted that the Audit Finance Committee is meeting with the Judges, Prosecuting Attorney, Public Defender and Sheriff Harris to explore all options for keeping the jail open and to determine what repairs need to be made, or to determine if we will go to a lock up and board prisoners in other counties. Commissioners LaFoilie said we need to take a good hard look at this so we can make an informed decision.

Further under “Old and Unfinished Business”: Schoolcraft County Undersheriff Bob Madden presented bids for 911 radios from El Com, Anderson, Tele Rad and Bay Comm. Undersheriff Madden noted that the two low bids were from El Comm and Anderson with Anderson being \$800.00 less than El Comm. However, Undersheriff Madden noted that most fire departments and police agencies in the county are currently serviced by El Comm. Therefore, the 911 Committee is recommending the bid from El Comm in the amount of \$32,253.00. Further Undersheriff Madden noted that if the Board chooses to purchase 72 radios instead of 71 there will be an additional \$250.00 rebate. **It was moved by** Commissioner LaFoille and was seconded by Commissioner Zellar to approve the purchase of 72 radios for 911 from El Comm for approximately \$32,309.00. The motion carried by a unanimous aye vote of all members present.

No further “Old and Unfinished Business”.

**Under “New Business”:** Public Transit Director John Stapleton informed the Board that he has an employee who will be retiring on June 1, 2011. Further, Mr. Stapleton said this employee has vacation time he will be using and may have to have surgery. Mr. Stapleton said the employee will actually be gone sometime between April 7 and April 27, and he asked the Board to approve posting this position so he can hire a new employee to get them ready to fill in. **It was moved by** Commissioner LaFoille and was seconded by Commissioner Ecclesine to suspend the hiring freeze so as to allow John Stapleton to post the job opening at Public Transit to replace a retiring employee. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** **It was moved by** Commissioner Ecclesine and was seconded by Commissioner Reiter to authorize the Clerk to submit the required paper work to create a new division for newly hire/elected Department Head and Elected Officials who will be placed in a B-2 retirement plan effective January 2, 2011. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** **It was moved by** Commissioner LaFoille and was seconded by Commissioner Ecclesine to authorize the Chairperson to sign a 2% Grant request from Medical Care Facility. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** **It was moved by** Commissioner LaFoille and was seconded by Commissioner Zellar to keep the 911 surcharge at \$0.40 cents and direct the Clerk to submit the required

paper work. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner Ecclesine and was seconded by Commissioner Reiter to approve the MDOT contract for the Schoolcraft County Airport apron refurbishing project with local match in the amount of \$8,694.00 and authorize Chairperson Allen Grimm to sign the contract. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner Ecclesine and was seconded by Commissioner Zellar to approve the contract amendment with C2ae for work being done on the Schoolcraft County Airport apron refurbishing project. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner LaFoille and was seconded by Commissioner Reiter to approve changes to the Schoolcraft County Policies and Procedures specific to amending the “Revision Policy” and creating new policies for Fixed Assets, Freedom of Information and Conflict of Interest. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner Reiter and was seconded by Commissioner Ecclesine to proclaim April, 2011 as CBC Month and to authorize the chairperson to sign said resolution. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner Ecclesine and was seconded by Commissioner Reiter to reappoint Sheila Aldrich and David Peterson to the Brownfield Authority Board for a period of three years with term ending dates of April 1, 2014. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** Commissioner LaFoille noted that the Audit Finance Committee has been looking at all available funds and they propose that we not fall below \$250,000.00 in available funding for budget adjustments. Commissioner LaFoille said currently we have three funds available for discretionary spending and they are; the Building Fund which has \$74,000, the Sick and Vacation Fund which has \$95,000.00 and the Foreclosure Fund which is at the discretion of the Treasurer and has \$100,000.00. Commissioner LaFoille noted that we currently have budget shortfalls in the amount of approximately \$21,000.00. He also noted that we are starting the budget process for next year early and would like to involve all Department Heads in this process. Commissioner Zellar suggested holding Committee of the Whole Meetings during this process. The Board agreed to take this approach and will consider holding budget meetings as part of the Audit Finance Meeting on the second Thursday of the month.

**Further under “New Business”:** It was moved by Commissioner LaFoille and was seconded by Commissioner Ecclesine to give Steven Boyd, building and Grounds Employee, a thirty day layoff notice. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner LaFoille and was seconded by Commissioner Ecclesine to give Mallory Nelsen, Schoolcraft County Sheriff Department Employee, a seven day layoff notice. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner LaFoille and was seconded by Commissioner Reiter to authorize Sheriff Harris to hire one part time employee to replace Bob Madden who took the position of Undersheriff. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner LaFoille and was seconded by Commissioner Zellar to approve the Survey and Remonumentation Grant. The motion carried by a unanimous aye vote of all members present.

**Further under “New Business”:** It was moved by Commissioner LaFoille and was seconded by Commissioner Reiter to reappoint Commissioner Gerald Zellar to the County-wide Public Works Department board for a term of three years with a term ending date of January 12, 2014. The motion carried by a unanimous aye vote of all members present.

No further “New Business”.

**Under Committee and Department Reports, the following matters were heard:**

**Commissioner Allen Grimm:** Has been continuing to look into cost cutting measures and has found that if the Board chooses to eliminate the Drain Commissioner position they would have to wait to do this at the end of his term. Also, noted that he found that the County cannot eliminate Act 88.

**Commissioner George Ecclesine:** Attended the LMAS board Meeting where they discussed the audit.

**Commissioner Daniel J. LaFoille:** No report.

**Commissioner Craig Reiter:** Attended the MAC Legislative Conference.

**Chairperson Gerald Zellar:** Attended the MAC Legislative Conference. Also, attended the funeral for Delta County Commissioner David Schultz and noted that Mr. Schultz was a dedicated official for many years.

**Announcements and Notices:** None.

**Public Comment:** Paul Olson of Manistique addressed the board regarding the Survey and Remonumentation Grant.

Further under “Public Comment”: Dale DuFour of Manistique addressed the Board regarding inability to hear Commissioners talking at times.

No further “Public Comment”.

**Under Communications:** Schoolcraft County Clerk, Dan McKinney, informed the Board that Judge Carmody and the Four County Judicial Committee is recommending that Schoolcraft County make available divorce packets for individuals seeking divorce without having an attorney represent them. Judge Carmody has suggested uniform cost throughout the circuit and therefore the charge would be \$20.00 for a divorce packet for individuals with no children and \$30.00 for divorce packets for individuals with children. **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to approve the sale of divorce packets in the Office of the County Clerk with the charge being \$20.00 for a divorce packet for individuals with no children and \$30.00 for divorce packets for individuals with children. The motion carried by a unanimous aye vote of all members present.

Schoolcraft County Clerk, Dan McKinney, informed the Board that they have the option of questioning the census count in Schoolcraft County if they choose to do so.

Schoolcraft County Clerk, Dan McKinney, informed the Board that he obtained medical insurance premium rates from Sheila Aldrich for the Teamsters Insurance and found that our current rates with projected liability is less expensive than the rates offered by Teamsters.

No further “Communications”.

Audit Finance Chairperson Daniel J. LaFoilie called the Audit Finance Meeting to order at 7:58 P.M.

**Purchase Requisitions: It was moved by** Commissioner Zellar and was seconded by Commissioner Ecclesine to approve a purchase requisition from the Sheriff’s Department in the amount of \$253.91 for repair of the front brakes on the 2005 Crown Victoria. The motion carried by a unanimous aye vote of all members present.

**It was moved by** Commissioner Ecclesine and was seconded by Commissioner Reiter to approve a purchase requisition from District Court in the amount of \$284.84 for drug testing kits. The motion carried by a unanimous aye vote of all members present.

**It was moved by** Commissioner Ecclesine and was seconded by Commissioner Zellar to approve a purchase requisition from Public Transit in the amount of \$3,273.88 for two portable 800 megahertz radios and a base station. The motion carried by a unanimous aye vote of all members present.

**It was moved by** Commissioner Ecclesine and was seconded by Commissioner Reiter to approve a purchase requisition from Public Transit in the amount of \$129.99 for Microsoft Office software for the dispatch system. The motion carried by a unanimous aye vote of all members present.

**It was moved by** Commissioner Ecclesine and was seconded by Commissioner Reiter to approve a purchase requisition from the Juvenile Office in the amount of \$396.17 for publishing notice of a hearing. The motion carried by a majority aye vote of all members present, with the voting as follows; Commissioner Ecclesine-yes, Commissioner Reiter-yes, Commissioner Zellar-no, Commissioner Grimm-yes, Chairperson LaFoilie-yes.

**It was moved by** Commissioner Ecclesine and was seconded by Commissioner Zellar to approve a purchase requisition from Public Transit in the amount of \$169.00 for costs associated with attending a conference. The motion carried by a unanimous aye vote of all members present.

**It was moved by** Commissioner Ecclesine and was seconded by Commissioner Grimm to approve a purchase requisition from the County Board of Commissioners in the amount of \$600.00 for a survey associated with the Carpenter Dam. The motion carried by a unanimous aye vote of all members present.

**It was moved by** Commissioner Grimm and was seconded by Commissioner Ecclesine to approve budget adjustments numbered 113-11 through 148-11, inclusive. The motion carried by unanimous aye vote of the Board members present.

**It was moved by** Commissioner Grimm and was seconded by Commissioner Zellar to approve the claims and vouchers numbered 1985 through 2245, inclusive. The motion carried by unanimous aye vote of the Board

members present.

**Vice-Chairperson LaFoille** adjourned the Board Meeting at 8:15 P.M.

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Allen Grimm  
Chairperson County Board

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Daniel J. LaFoille, Sr.  
Audit Finance Chairperson County Board

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Daniel R. McKinney, County Clerk