

SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS

The Schoolcraft County Board of Commissioners / Audit Finance Committee met on Thursday, February 28, 2013 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. LaFoille
Commissioner Craig Reiter
Commissioner Sue Cameron
Commissioner Gerald L. Zellar
Schoolcraft County Clerk Daniel R. McKinney

Absent: None.

Also present: Schoolcraft County Treasurer Julie Roscioli.

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 LaFoille to approve the minutes of the January 31, 2013 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.]

It was moved by Commissioner Zellar and was seconded by Commissioner Cameron to approve the minutes of the January 31, 2013 Executive Session Meeting of the Schoolcraft County Board of Commissioners. The motion carried by unanimous aye vote of the Board members present.

Chairperson Allen Grimm asked if there were any additions, deletions or corrections to the printed agenda. Commissioners asked that DDA and Money for Sheriff and Undersheriff Uniforms be added to the Agenda. Commissioner Reiter said he has two additional Public Transit issues to go along with "Transit Director Contract with Data". **It was moved** by Commissioner LaFoille and was seconded by Commissioner Reiter to approve the amended agenda. The motion carried by unanimous aye vote of the Board members present.

"Public Hearings": None.

"Brief Public Comment": Judy Lauria, Chairperson of DATA addressed the Board regarding the Transit Director issue.

"Old and Unfinished Business": **It was moved** by Commissioner Reiter and was seconded by Commissioner Zellar to index the following six items from the February 14, 2013 Audit Finance Meeting;

1) **It was moved** by Commissioner Reiter and was seconded by Commissioner Grimm to approve a purchase requisition from the Treasurer's Office in the amount of \$370.53 for

conference and travel costs. The motion carried by a unanimous aye vote of the Committee members present.

2) **It was moved** by Commissioner Grimm and was seconded by Commissioner Reiter to approve a purchase requisition from the County Clerk's Office in the amount of \$680.00 for 20 cases of copy paper. The motion carried by a unanimous aye vote of the Committee members present.

3) **It was moved** by Commissioner Grimm and was seconded by Commissioner Reiter to approve a purchase requisition from the Prosecuting Attorney's Office in the amount of \$1,131.18 for a laptop computer and software. The motion carried by a unanimous aye vote of the Committee members present.

4) **It was moved** by Commissioner Grimm and was seconded by Commissioner Reiter to approve the claims and vouchers numbered 4322 through 4452 inclusive, and also the voucher for copying done by The Pioneer Tribune for the Airport which is claim #158930. The motion carried by unanimous aye vote of the Committee members present.

5) **It was moved** by Commissioner Reiter and was seconded by Commissioner Grimm to approve a budget adjustment from the Commission on Aging for transferring funds for payment of utilities. The motion carried by unanimous aye vote of the Committee members present.

6) **It was moved** by Commissioner Reiter and was seconded by Commissioner Grimm to approve a change in Policy & Procedures for 5.9 Overtime and Compensatory Time: from- **F**. The permanent part time employees at the Schoolcraft County Jail will earn three (3.0) hours for every one (1) hour worked on the following holidays only: to- **Change To: F. The permanent part time employees at the Schoolcraft County Jail will earn two (2.0) hours for every one (1) hour worked on the following holidays only:** . The motion carried by unanimous aye vote of the Committee members present.

Further under "Old and Unfinished Business": Commissioner Reiter said he obtained the two Purchase Requisitions from the Airport which were under discussion at the last meeting. Commissioner LaFoilie said those will be addressed under "Purchase Requisitions".

Further under "Old and Unfinished Business": Chairperson Grimm said he received a letter from an attorney representing the Housing Commission regarding the indirect charges issue. Chairperson Grimm said he thinks it is best if we have our attorney contact the Housing Commission's attorney. **It was moved** by Commissioner LaFoilie and was seconded by Commissioner Reiter to have our attorney, Bonnie Toskey, handle this issue. The motion carried by a unanimous aye vote of all members present.

Further under “Old and Unfinished Business”: **It was moved by** Commissioner Cameron and was seconded by Commissioner Reiter to approve the Deputy Transit Director Position as classification H. The motion carried by a unanimous aye vote of all members present.

Further under “Old and Unfinished Business”: **It was moved by** Commissioner Reiter and was seconded by Commissioner Cameron to contract with DATA for John Stapleton’s services as Public Transit Director starting April 1, 2013. The motion carried by a unanimous aye vote of all members present.

Further under “Old and Unfinished Business”: **It was moved by** Commissioner Cameron and was seconded by Commissioner Reiter to Change the Bus Driver Classification from “C” to “F” starting with the next pay period. The motion carried by a unanimous aye vote of all members present.

Further under “Old and Unfinished Business”: **It was moved by** Commissioner Reiter and was seconded by Commissioner Cameron to grant John Stapleton a one year leave of absence starting April 1, 2013. The motion carried by a majority aye vote of all members present, with the voting as follows; Commissioner Reiter-yes, Commissioner Cameron-yes, Commissioner Zellar-no, Commissioner LaFoille-yes, Commissioner Grimm-yes.

No further “Old and Unfinished Business”.

Under “New Business”: **It was moved by** Commissioner Reiter and was seconded by Commissioner LaFoille to approve a resolution proclaiming March, 2013 as CBC Month. 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 appoint Al Grimm to the Brownfield Redevelopment Authority Board to replace George Ecclesine with a term ending date of April 1, 2013. 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 the Bylaws for the 11th Judicial Circuit Court Advisory Council. The motion carried by a unanimous aye vote of all members present.

Further under “New Business”: It was moved by Commissioner LaFoilie and was seconded by Commissioner Reiter to approve the Survey and Remonumentation Grant in the amount of \$61,331.00. The motion carried by a unanimous aye vote of all members present.

Further under “New Business”: Schoolcraft County Treasurer Julie Roscioli said she had asked during Annual Report to be compensated for doing the Survey and Remonumentation Grant administration and the Board asked her to come back to them with this issue. Julie said there is \$4000.00 in administrative money and she would like to split it with the county. Julie said she uses the county computer and printer, but she does all the work on the Survey and Remonumentation Grant administration, and much of the work is done on her own time. Commissioner Reiter asked if the former Treasurer did this job. Julie said yes she did. Commissioner Reiter asked if there are other Department Heads who get compensated for things like this. Julie said there are. Commissioner Cameron said this was not on your list of duties when you became Treasurer? Commissioner LaFoilie suggested \$1,000.00. Commissioner Cameron said this sounds like a lot of work and maybe she should get more than \$1,000.00. Commissioner Zellar suggested that this money be paid out of another pay classification to track it. **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to pay \$1,000.00 to the Treasurer for Survey and Remonumentation Grant administration from the administration money. The motion carried by a unanimous aye vote of all members present.

Further under “New Business”: It was moved by Commissioner LaFoilie and was seconded by Commissioner Reiter to approve the County Incentive Program paperwork and authorize the Treasurer to send it into the State. The motion carried by a unanimous aye vote of all members present.

Further under “New Business”: Commissioner LaFoilie discussed the issue of three signatures on purchase requisitions in emergency situations. There was discussion.

Further under “New Business”: It was moved by Commissioner Reiter and was seconded by Commissioner LaFoilie to Get with Bonnie Toskey regarding the DDA issue and follow her recommendation. The motion carried by a unanimous aye vote of all members present.

Further under “New Business”: It was moved by Commissioner LaFoilie and was seconded by Commissioner Reiter to allocate \$1,000.00 for the sheriff and undersheriff for necessary uniforms. 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 Zellar to approve the FY 2014 Resolution of Intent for Public Transit. 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: Stated that he learning that there is often the need to seek legal advice for many issues.

Commissioner Sue Cameron: Attended the Public Transit Meeting.

Commissioner Daniel J. LaFoilie: Attended the HBH, Chair/Vice-chair Training and Michigan Works Meetings.

Commissioner Craig Reiter: Attended Medicare and Transit meetings.

Chairperson Gerald Zellar: No report.

Announcements and Notices: Schoolcraft County Treasurer Julie Roscioli informed the Board that it is time to renew the Airport Liability Insurance. It was moved by Commissioner Zellar and was seconded by Commissioner Reiter to renew the Airport Liability Insurance in the amount of \$4,500.00. The motion carried by a unanimous aye vote of all members present.

No further “Announcements and Notices”.

Public Comment: None.

Communications: None.

Audit Finance Chairperson Daniel J. LaFoilie called the Audit Finance Meeting to order at 8:25 P.M.

Purchase Requisitions: It was moved by Commissioner Zellar and was seconded by Commissioner Reiter to approve a purchase requisition from the Airport in the amount of \$699.00 for fuel. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Zellar and was seconded by Commissioner Reiter to approve a purchase requisition from the Airport in the amount of \$383.67 for repair of the snow blower. The motion carried by a unanimous aye vote of all members present.

Chairperson LaFoilie noted that a purchase requisition previously approved by the Board for Jet A fuel at the Airport in the amount of \$14,100.14 actually cost \$15,301.00.

It was moved by Commissioner Reiter and was seconded by Commissioner Zellar to approve a purchase requisition from the Treasurer's Office in the amount of \$462.05 for travel and mileage. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Reiter and was seconded by Commissioner Grimm to approve a payment for furnace repair at the Airport with the purchase requisition to come later. There was discussion. **No vote taken.**

It was moved by Commissioner Zellar and was seconded by Commissioner Reiter to approve a purchase requisition from the Treasurer's Office in the amount of \$115.86 for six ribbons. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Grimm and was seconded by Commissioner Reiter to approve a purchase requisition from District Court in the amount of \$275.00 for travel and lodging for drug court. The motion carried by a majority aye vote of all members present, with the voting as follows; Commissioner Grimm-yes, Commissioner Reiter-yes, Commissioner Zellar-no, Cameron Cameron-yes, Commissioner LaFoille-yes.

It was moved by Commissioner Grimm and was seconded by Commissioner Zellar to approve a purchase requisition from District Court in the amount of \$143.59 for drug testing supplies. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Zellar and was seconded by Commissioner Cameron to approve a purchase requisition from the Sheriff's Office in the amount of \$139.96 for two uniforms for Derek Popour. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Grimm and was seconded by Commissioner Cameron to approve a purchase requisition from Building and Grounds in the amount of approximately \$550.00 for piling snow in the parking lot. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Grimm and was seconded by Commissioner Reiter to approve the use of restricted cash to pay for parking lot repair. The motion carried by a unanimous aye vote of all members present.

It was moved by Commissioner Zellar and was seconded by Commissioner Reiter to approve the claims and vouchers numbered 4453 through 4533, inclusive. The motion carried by unanimous aye vote of the Board members present.

Vice-Chairperson LaFoille adjourned the Board Meeting at 8:46 P.M.

Allen Grimm
Chairperson County Board

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

Daniel R. McKinney, County Clerk