

SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS

The Schoolcraft County Board of Commissioners met on Tuesday, January 15, 2013 in District Court Room of the Schoolcraft County Building, City of Manistique, Michigan, commencing at 7:00 P.M. Chairperson Allen Grimm called the meeting to order. The roll was called with the following members present and/or absent:

Present: Chairperson Allen Grimm
Commissioner Daniel J. LaFoilie
Commissioner Sue Cameron
Commissioner Craig Reiter
Schoolcraft County Deputy Clerk Kimberly Fannin

Absent: Commissioner Gerald L. Zellar
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 LaFoilie and was seconded by Commissioner Cameron to approve the minutes of the December 27, 2012 Board/Audit Meeting of the Schoolcraft County Board of Commissioners as printed. The motion carried by a unanimous aye vote of all Board Members present. [Copies of minutes are available at the Office of the Schoolcraft County Clerk.]

It was moved by Commissioner Reiter and was seconded by Commissioner Cameron to approve the minutes of the January 2, 2013 Organizational Meeting of the Schoolcraft County Board of Commissioners as printed. The motion carried by a unanimous aye vote of all 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. Commissioners asked that three issues be added to "New Business"; Forest Management Presentation, Revenue Reserve Savings Fund Report and Emergency Management Report. **It was moved by** Commissioner LaFoilie and seconded by Commissioner Reiter to adopt the amended agenda. The motion carried by unanimous aye vote of the Board members present.

"Public Hearings": None.

"Brief Public Comment": None.

“Old and Unfinished Business”: **It was moved** by Commissioner LaFoille and was seconded by Commissioner Reiter to index the following nine items from the Audit Finance Meeting of January 10, 2013. The motion carried by unanimous aye vote of the Board members present.

1.) It was moved by Commissioner Zellar and was seconded by Commissioner Grimm to approve a purchase requisition from District Court in the amount of \$161.73 for various office supplies. 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 Cameron to approve a purchase requisition from Public Transit in the amount of \$853.32 for conference expenses. The motion carried by a majority aye vote of the Committee members present, with the voting as follows; Commissioner Grimm-yes, Commissioner Cameron-yes, Commissioners Zellar-no, Chairperson LaFoille-yes.

3.) It was moved by Commissioner Grimm and was seconded by Commissioner Cameron to approve a purchase requisition from Building & Grounds in the amount of \$2769.16 for carpet replacement in Probate Court. The motion carried by a unanimous aye vote of the Committee members present.

4.) It was moved by Commissioner Zellar and was seconded by Commissioner Grimm to approve a purchase requisition from Building & Grounds in the amount of \$2050.00 for boiler repair. The motion carried by a unanimous aye vote of the Committee members present.

5.) It was moved by Commissioner Grimm and was seconded by Commissioner Zellar to approve the claims and vouchers numbered **4023** through **4153** inclusive. The motion carried by unanimous aye vote of the Committee members present.

6.) It was moved by Commissioner Zellar and was seconded by Commissioner Grimm to approve Policy and Procedure changes as follows;

- 15.1 Holidays: A. Employee’s Birthday (DELETE)

- 15.4 Sick Leave: F. Any nonexempt employee terminating because of retirement or disability will receive one-half (.5) of the accumulated unused sick leave. In the event of death, one-half (.5) of the accumulated sick leave shall be paid to the nonexempt employee’s estate.

CHANGE TO: F. Any non-exempt employee retiring or terminating employment for reasons of disability or death shall receive fifty percent (50%) of their credited accumulated and unused sick leave up to a maximum of five hundred (500) hours (500 hours x .5 = 250 hours of payout) at the regular hourly rate of the employee affected.

- 14.4 Final Paycheck:: A. Final paycheck for retiring or disabled employees shall contain wages, all unused annual leave, prorated longevity pay, and 50% of unused sick leave accrued to the effective date of termination **ADD: UP TO A MAXIMUM OF 50% OF 500 HOURS**, plus one (1) month salary at the

employee's most recent rate. Such employee who shall later become rehired shall not be entitled to these same benefits for any subsequent termination due to retirement or disability. Exempt employees will be eligible for only one month's salary (not unused annual leave or 50% unused sick leave).

-1. In the event of death, the final paycheck shall contain wages, all unused annual leave and 50% of sick leave accrued to the effective date of termination **ADD: UP TO A MAXIMUM OF 50% OF 500 HOURS**, plus one (1) month salary at the employee's most recent rate.

-15.3 Personal Day: *Each FULL-TIME nonexempt employee shall be allowed two (2) **(CHANGE TO THREE (3))** personal days each anniversary year not to be deducted from the employee's accumulated sick leave. Request for personal days must be made to the department head. When the employee returns he/she must indicate on the time report the personal day taken. Employees will not be paid for any unused personal day at termination, nor will the personal days accumulate from year to year.*

-15.10 Group Insurance Program: **C.** The Employer may pay ninety-five percent (95%) of the total individual, regular or family premium for health, dental and optical insurance coverage for regular full time employees, in accordance with the insurance coverage agreement with the carrier, the choice of the carrier to be at the discretion of the Employer. The remaining five percent (5%) of the total individual, regular or family premium shall be paid by the employee.

CHANGE TO: C. The Employer may pay Eighty-five percent (85%) of the total individual, regular or family premium for health, dental and optical insurance coverage for regular full time employees, in accordance with the insurance coverage agreement with the carrier, the choice of the carrier to be at the discretion of the Employer. The remaining fifteen percent (15%) of the total individual, regular or family premium shall be paid by the employee.

1. A part-time employee making request for such prorated insurance benefits must place on deposit with the Employer an adequate amount to cover at least one month's advance premium to assure that the Employer will be paid in full for payment of such premiums on behalf of the employee. At the end of each month the Employer will reimburse the employee (or otherwise credit the employee, as appropriate) for a prorated share of the premium for that month, not to exceed ninety-five percent (95%) **CHANGE TO: EIGHTY-FIVE (85%)** of the premium.

-ADD: (b) Effective January 1, 2013, newly hired part-time employees working fewer than regular full time hours will not be eligible to participate in the County's Health Plan as set forth above subject to any future legal requirement as imposed by the Health Reform Act.

The motion carried by unanimous aye vote of the Committee members present

7.) It was moved by Commissioner Grimm and was seconded by Commissioner Cameron to authorize signing of the paperwork to make the change to medical insurance coverage by changing the prescription drug coverage to a \$20/\$60/50% (with a minimum of \$80 and a maximum of \$100 on the 50% portion), and no other changes to the medical insurance coverage. The motion carried by unanimous aye vote of the Committee members present.

8.) It was moved by Commissioner Grimm and was seconded by Commissioner Zellar to appoint W. John Norrington 911 Coordinator. The motion carried by unanimous aye vote of the Committee members present.

9.) It was moved by Commissioner Zellar and was seconded by Commissioner Grimm to deny the request of the non-union employees to make the performance pay a raise. The motion carried by unanimous aye vote of the Committee members present.

Further under “Old and Unfinished Business”: Commissioner Reiter noted that the new Emergency Management Contract is an Independent Contract Agreement between Schoolcraft County and Mr. Bob Berbohn from Delta County. It is a one year long contract for \$10,000.00 based on 15 hours weekly. The intent is to have Mr. Berbohn, who has many years experience in this field, re-organize and update that department during the coming year, and then when it is running efficiently, the Board will hire a local person to manage that department. He noted that yes, the hours and pay has increased, but that with that, so has our money from the Federal government. He also noted that he and Chairperson Grimm has been “filling in” in the absence of a coordinator and that that has saved the County some money. **It was moved** by Commissioner Reiter and was seconded by Commissioner LaFoilie to approve the Emergency Management Contract between Schoolcraft County and Bob Berbohn, in the amount of \$10,000 and ending December 31, 2013. The motion carried by unanimous aye vote of the Committee members present. Commissioner Cameron asked if the re-organization could be done in less time than a year and if so, would we hire a local person sooner. Commissioner Reiter responded, “yes”. She also asked if the 15 hours weekly would be spent in Schoolcraft County. Commissioner Reiter responded, “Mr. Berbohn will be in Schoolcraft County at least one day per week”. Commissioners asked if Sheriff Norrington had anything further to add. Sheriff Norrington stated that although they are not staffed to reorganize the department, they would like to mentor with Mr. Berbohn in the hopes of bringing the Emergency Management Department back to the Sheriff’s Department.

Further under “Old and Unfinished Business”: **It was moved by** Commissioner Reiter and was seconded by Commissioner LaFoilie to implement the 15% employee pay for medical insurance premiums for non-union employees starting with the next payroll cycle, January 18, 2013. The motion carried with the voting as follows; Commissioner Reiter-yes, Commissioner LaFoilie-yes, Commissioner Cameron-no, Commissioner Grimm-yes. It was noted that the first deduction in January was pulled at 5% and that with this motion, the second deduction will pull at 7.5%. Commissioner Cameron stated that the Bargaining Units already had the 15% taken from their payroll last month, yet everyone is getting the same amount of performance pay and warned the Board that some of those union employees may take issue with the 15% not being retroactive back to the same timeframe as theirs.

Further under “Old and Unfinished Business”: **It was moved by** Commissioner Reiter and was seconded by Commissioner LaFoilie to give all non-union employees as of January 1, 2013, a one

time performance pay of \$500.00 for full-time employees and \$250.00 for part-time employees. The motion carried by unanimous aye vote of the Committee members present.

No further “Old and Unfinished Business”.

Under “New Business: Rory Mattson from the Delta County Conservation District as well Tom Tauzer from the Gladstone Field Office was in attendance to let the Board know that following Roger Quist’s retirement, they are available as a Natural Resource Specialist for our County, and at no cost. They will mostly be working from their Delta County offices, but are available to help with Natural Resources issues such as forest management, agriculture for farming and more. They will have literature available, and are working on a website. Commissioner LaFoilie suggested our County website could “link” to their website.

Further under “New Business”: **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to nominate Chairperson Allen Grimm to the UPCAP Board of Directors. The motion carried by unanimous aye vote of the Board members present. Chairperson Grimm accepted and signed the nomination form.

Further under “New Business”: **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to approve the Notice of Appointment as prepared by Schoolcraft County Clerk, Daniel R. McKinney with the addition of one more position to the “Commission on Aging” Board bringing their positions open to five. The motion carried by unanimous aye vote of the Board members present.

Further under “New Business”: Sheriff Norrington stated that they have yet to get the Snowmobile Grant. He was informed today that he would be notified by tomorrow of the exact amount the County will be receiving from the State. He said he expects it to be between \$5,600.00 and \$6,600.00. **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to table this issue until the January 31, 2013 Audit/Board Meeting in hopes Sheriff Norrington will have the paperwork by then. The motion carried by unanimous aye vote of the Board members present.

Further under “New Business”: **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Cameron to approve the “roll-over” of 8 vacation hours of Sheriff Department employee Angela Pierce. The motion carried by unanimous aye vote of the Board members present.

Further under “New Business”: **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to approve Judge Luoma’s appointment of David Maddox to the Magistrate position as a new hire effective August 12, 2013, moving him from a B4 MERS retirement to a B2 MERS retirement, per policy for new hires, and waiving current policy’s 10% wage reduction for new hires, and approve paying expenses, not covered by grant money, for upcoming training, such as New Magistrate Training and Drug Court Seminar. The motion carried by unanimous aye vote of the Board members present. Commissioner Cameron asked if others had already taken the 10% wage reduction. Commissioner LaFoilie said they had, but due to the complex duties of Magistrate and Mr. Maddox’s willingness to train on much of his own time, they felt waiving the wage reduction was appropriate.

Further under “New Business”: Treasurer Julie Roscioli reported that they are in part 2 of recouping State money owed to the County from the Revenue Reserve Savings Fund. The county has successfully consolidated, collaborated or combined thirty-five items and has another six purposed items pending. She reports even with their efforts, the county is still short approximately \$38,000.00 of what is owed from the State. **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to sign the necessary paperwork to move forward with this process in attempts to recoup more of the county’s State Revenue Sharing due. The motion carried by unanimous aye vote of the Board members present.

Further under “New Business”: **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to have Chairperson Allen Grimm sign the Emergency Management Region 8 Reports (prepared by Emergency Management Coordinator, Bob Berbohn) in order to receive funding. The motion carried by unanimous aye vote of the Board members present.

No further “New Business”.

“Committee and Department Reports”: None

“Announcements and Notices”: Treasurer Julie Roscioli welcomed newly elected officials Commissioner Sue Cameron and Sheriff John Norrington and informed them of the “Flower Fund”.

“Public Comment”: Sheriff Norrington spoke of the necessity of having Snow Patrol in place over the next few weekends, and asked the Board consider allowing them to move forward with some patrolling knowing they would be getting some grant money from the State. He said he does have \$1,000.00 but it is to be used as a “match” only and so is unavailable to him until he

gets grant funds. **It was moved by** Commissioner Reiter and was seconded by Commissioner LaFoilie to allow Sheriff Norrington to perform Snow Patrol duties, without waiting for the next Board Meeting, when he gets the grant paperwork from the State, “in hand”, specifying the exact amount of grant money the County will be getting. The motion carried by unanimous aye vote of the Board members present.

Further under “Public Comment”: Lynn Norton, Doyle Township Supervisor, thanked Sheriff Norrington for attending their board meetings. She added she has been on that board for many years and never had a Sheriff in attendance and wanted him to know it was much appreciated.

No further “Public Comment”.

“Communications”: Commissioner LaFoilie said they have been informed that the Housing Commission will no longer be using the County to perform payroll for their employees. He spoke with Cory Barr, the Housing Commission Board Chairperson, and Cory relayed that they would be handling their own payroll and all that goes along with that such as medical premiums and MERS retirement payments, etc. It was noted that, at this time, the Housing Commission owes indirect charges, in the amount of nearly \$9,000.00, for the last three quarters in exchange for the County doing such services for them. **It was moved by** Commissioner LaFoilie and was seconded by Commissioner Reiter to stop all payroll related services such as, BCBS premium and MERS payments, for Housing Commission employees effective immediately. The motion carried by unanimous aye vote of the Board members present.

Chairperson Allen Grimm adjourned the meeting of the Schoolcraft County Board of Commissioners at 8:09 P.M.

Allen Grimm, Chairperson County Board

Kimberly A. Fannin, Deputy County Clerk