The Committee meeting was called to order at 9:34 a.m. by Chairman Nehmer.

Present: Commissioners Larry Emig, Jill Halladay, Mark Gregory, Tim Michell, James Custer, Roger Elkins and Jack Nehmer.

Also present: David Belden-Drain Commissioner, Rosie McKinstry-Equalization Director, Tracey Cochran-Payroll/HR Specialist, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk and members of the public.

Motion by Commissioner Gregory, seconded by Commissioner Custer, to approve the agenda as presented. Motion carried.

Brief Public Comment: Alan Gingrich, Road Commissioner, reported their joint meeting with two Commissioners and Township Officials will be Thursday morning at 10:00 a.m.

Peggy Hoard, Middle Branch Township Clerk, spoke supporting voters electing Road Commissioners rather than County Commissioners appointing them.

Employee/Board Comments: Rosie McKinstry, Equalization Director, spoke regarding the proposed policy changes to the Personal Appearance and Personal Conduct and Code of Ethics policies.

Jamie Eichenberg, Child Support Specialist, spoke regarding the proposed policy changes to the Personal Appearance and Personal Conduct and Code of Ethics policies.

Tracey Cochran, Payroll & HR Specialist, addressed concerns regarding the proposed policy changes to the Personal Appearance and Personal Conduct and Code of Ethics policies.

Chairman Nehmer noted the employee comments and said he believes the proposed policies can be condensed and that it is being worked on.

Moved by Commissioner Gregory, seconded by Commissioner Custer, to approve the minutes of September 4, 2019 as presented. Motion carried with unanimous voice vote.

Recommended by Commissioner Halladay, seconded by Commissioner Custer, to approve the claims of the County in the amount of $71608.41. Recommendation was unanimously supported.

Budget Amendments, Cash Transfer & Journal Register Report
Commissioner Halladay reviewed the budget amendments, cash transfer and journal register report presented for approval.

Recommended by Commissioner Halladay, seconded by Commissioner Michell, to approve the budget amendments, cash transfers and journal register report as presented. Recommendation was unanimously supported.

County 2020 Budget Update
Susan Vander Pol, County Coordinator, advised Board members they are continuing to work on putting the budget together and it should be available by the Board’s next meeting date.
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Orient-Fork Drain Assessment
David Belden, Drain Commissioner, summarized the Orient-Fork drain final maintenance on the project. He asked the invoice from Mecosta County be paid. The total invoice will be divided into three portions being split between Orient Township, Osceola County and the Special Assessment District. A brief discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Custer, to approve payment of $2,083.67 to Mecosta County for work on the Orient-Fork Drain as submitted with partial reimbursement from Orient Township and the Special Assessment District. Recommendation was unanimously supported.

Appointment to Board of Canvassers
Karen Bluhm, County Clerk, advised Board members that 2 people need to be appointed to the Board of Canvassers once again for a 4-year term. The respective political party chairs are required to submit the names of those they wish appointed. The Republican Party Chair has submitted the name of Pam Prichard. Karen has had no correspondence from the Democratic Party Chair, so the previously appointed Democrat was believed to want to be re-appointed, but has now changed their mind. She asked the Board to appoint the Republican nominee and she will continue to search for a Democrat to fill the other vacancy. A brief discussion was held.

Recommended by Commissioner Emig, seconded by Commissioner Gregory, to approve the appointment to the Board of Canvassers of Pam Prichard (Republican). Recommendation was unanimously supported.

Building Department-Mobile Home, Foundations and Policies
Tony Gagliardo, Building Official, recommended the Board consider an amendment to the requirements for mobile and modular homes foundations if no manufacturer specifications are available. He explained why he was making the recommendation. Discussion was held.

Recommended by Commissioner Mitchell, seconded by Commissioner Custer, to approve the amendment to the Building Department foundation requirements for mobile and modular homes that a full reinforced concrete or fiber mesh 6” slab going to 8” outsides be poured if no special instructions, manufacturer specifications or a structural engineered drawing are included with the home effective October 1, 2019. Recommendation was unanimously supported.

Building Department-Fees for Handicapped Ramps/Accesses
Tony Gagliardo, Building Official, suggested a lower fee for handicapped ramps/accesses and explained his recommendation. Discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Custer, to set the fee at $50 for a stand-alone ramp with 100 square feet or less landing. Recommendation was unanimously supported.

Building Department-Clerical Position
Tony Gagliardo, Building Official, asked that the contracted person who fills in when the full-time clerical is absent be changed to an irregular part-time employee and explained his request. Discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Emig, to create an irregular part-time clerical Office Manager position in the Building Department. Recommendation was unanimously supported.
Building Department-DS&A Software Online Permit Fees for Applications
Tony Gagliardo, Building Official, and Susan Vander Pol, County Coordinator, asked the Board to pass on the cost to customers the BS&A fee for applying on-line for permits. Discussion was held.

Recommended by Commissioner Michell, seconded by Commissioner Gregory, to approve the on-line fee of $2.00 to be added to the Application Fee for building trade permits. Recommendation was unanimously supported.

Appointment to 911 Authority Board
Susan Vander Pol, County Coordinator, shared the information from retiring Reed City Police Chief Chuck Davis resigning from his position on the 911 Authority Board. Discussion was held as the history behind the appointment to that position. No appointment to replacement him was made at this time, to give Board members time to consider an interested party.

C.O.A. Reliance CCP Purchase of Service & Business Assoc. Agreements
Susan Vander Pol, County Coordinator, explained the Reliance Purchase of Service Agreements advising this contract has been in place for some time.

Recommended by Commissioner Emig, seconded by Commissioner Michell, to approve the agreement for the Reliance CCP Purchase of Service and Business Association Agreement and the Commission on Aging as submitted and authorize the Chairman to sign. Recommendation was unanimously supported.

Contract for Audit Services
Susan Vander Pol, County Coordinator, asked the Board for direction on the next years’ audit services. She noted our past auditor, Anderson, Tackman, is willing to extend our contract with them for the next two-years and maintain the cost at our current rate. She asked their thoughts on doing this, or would they like to do an RFP for the audit services. Discussion was held.

Recommended by Commissioner Gregory, seconded by commissioner Custer, to extend the audit services agreement with Anderson, Tackman and Company, PLC for the 2019 and 2020 fiscal years for $27,500 each year as presented. Recommendation carried with Commissioner Michell voting no.

Contract for Janitorial Services
Susan Vander Pol, County Coordinator, asked for the Board’s direction on doing an RFP or renewing our contract with Big Rapids Professional Office Cleaning for 2020. Discussion was held.

Recommended by Commissioner Halladay, seconded by commissioner Michell, to approve a one-year extension with Big Rapids Professional Office Cleaning in the amount of $39,936.00 for 2020. Recommendation was unanimously supported.

Indigent Defense Agreement Amendment FY2019
Susan Vander Pol, County Coordinator, explained the possible need of an extension to the Indigent Defense Agreement for 2019 and with the end of the State’s fiscal year quickly approaching we need to be prepared for the extension before the next Board meeting.

Recommended by Commissioner Custer, seconded by Commissioner Michell, to approve the amendment to allow for expenditure of fiscal year 2019 unexpended funds to continue funding for the Indigent Defense programs and authorize the Chairman to sign, if needed to be filed with the State to continue funding. Recommendation was unanimously supported.
Extended Public Comment: Alan Gingrich, Road Commissioner, spoke about representation from the Road Commission regarding the meeting Commissioner Custer mentioned earlier in the meeting today. He also commented on the policy changes and the Board’s responsibilities overall.

Moved by Commissioner Emig, seconded by Commissioner Gregory, to adjourn at 10:59 a.m. Motion carried unanimously.

Karen J. Bluhm, County Clerk
Jack Nehmer, Chairman