The Committee meeting was called to order at 9:35 a.m. by Chairman Nehmer.


Also present: Justin Halladay-C.O.A. Director, Brad Halladay-Maintenance Working Supervisor, Ed Williams-Sheriff, Mark Moore-Undersheriff, Rosie McKinstry-Equalization Director, Lori Leudeman-County Treasurer, Heather Gray-Register of Deeds, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk and several members of the public.

Motion by Commissioner Emig, seconded by Commissioner Gregory, to approve the agenda as amended. Motion carried.

Brief Public Comment: None.

Employee/Board Comments: None.

Moved by Commissioner Emig, seconded by Commissioner Elkins, to approve the minutes of February 19, 2020 as presented. Motion carried with unanimous voice vote.

Recommended by Commissioner Custer, seconded by Commissioner Gregory, to approve the claims of the County in the amount of $65,631.17. Motion carried was unanimously supported.

Budget Amendments, Cash Transfer and Journal Register Report from Treasurer
Commissioner Custer reviewed the one budget amendment presented.

Recommended by Commissioner Custer, seconded by Commissioner Gregory, to approve the budget amendments as presented. Recommendation was unanimously supported.

C.O.A. Inspection of 602 W. Upton Ave, Reed City Property
Justin Halladay, C.O.A. Director, spoke about the purchase status of the 602 W. Upton Avenue, Reed City property. He advised that Jeremy Beebe, E.M.S. Director, along with Tony Gagliardo, Building Inspector, and Brad Halladay, Maintenance Working Supervisor, did a walk-through of the facility to consider usage of the building. Brad Halladay also shared some insight on solutions to a few possible renovations to the building. Justin Halladay believes Jeremy Beebe, E.M.S. Director, is in agreement to share in the cost of the building purchase and possible renovations. Discussion was held.

E.M.S. Training Room Bids & Health Department Storage Needs
Susan Vander Pol, County Coordinator, advised that if the Board no longer wishes to move forward on the E.M.S. training room project the Board should reject the contractor bids received.

Recommended by Commissioner Gregory, seconded by Commissioner Custer, to reject the bids for the E.M.S. Training Room Project and not enter into a lease with the Health Department for utilization of the Health Department space. Recommendation was unanimously supported.

Millage Proposals for C.O.A. and E.M.S.
Susan Vander Pol, County Coordinator, spoke about the millage proposals for E.M.S. and C.O.A. renewals. Discussion was held, no action taken.

Security Update
Susan Vander Pol, County Coordinator, reported the security in the building has been going well.
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**MSU Extension/USDA Annual Statement**
Shari Spoelman-MSU Extension District Coordinator, explained the proposed USDA Annual Statement and asked for approval.

**Recommended by Commissioner Gregory, seconded by Commissioner Michell, to approve the USDA Annual Statement as presented and authorize the Chairman to sign. Recommendation was unanimously supported.**

**MSU Extension/2019 Annual Report**
Shari Spoelman, MSUE District Coordinator, Jacob Stieg-MSUE 4-H Program Coordinator, Shannon Lindquist-Social-Emotional Health Educator, Renee Sanders-MSUE Nutrition Program Instructor and Robin Eisenga-MSUE Office Manager, were present to provide their 2019 Annual Report. Shari highlighted the various programs in the report and thanked the Board for their continue support of their program.

**Register of Deeds Automated Merchant Systems Processing Agreement**
Heather Gray, Register of Deeds, explained the need to change vendors for credit card payments because of on-line services. A brief discussion was held.

**Recommended by Commissioner Michell, seconded by Commissioner Custer, to approve the Register of Deeds Automated Merchant Systems Processing Agreement and authorize the Chairman and Register of Deeds to sign the appropriate documents for credit card processing. Recommendation was unanimously supported.**

**Clerk and Register of Deeds/Purchase of Copiers**
Heather Gray, Register of Deeds, and Karen Bluhm, County Clerk, explained their needs for new copiers for the departments. They are leases with Konica Minolta. A brief discussion was held.

**Recommended by Commissioner Gregory, seconded by Commissioner Emig, to approve the lease agreements and authorize the County Coordinator to issue the purchase order for the Konica copiers for the Register of Deeds and County Clerk offices. Recommendation was unanimously supported.**

**Sheriff Department/Mark Moore Vacation Time**
Ed Williams, Sheriff, asked the Board for consideration of paying Undersheriff Mark Moore his unused vacation time earned when he was a Road Sergeant in the union. He explained that when Mark left the union to become the Undersheriff and a non-union employee, he lost that benefit. A lengthy discussion was held.

**Recommended by Commissioner Emig, seconded by Commissioner Michell, to pay Undersheriff Mark Moore $1,725.87 for unused union membership vacation time through November 17, 2019 with deductions for taxes and benefits as applicable. Recommendation was supported with five (5) yes votes, and one (1) no vote. Commissioner Nehmer voting no.**

**Current Command Retirement Costs Over 12%**
Ed Williams, Sheriff, spoke to the Board about the increase of some employees MERS contribution. He noted the increase in their contribution amount to MERS is causing financial difficulty for them. Discussion was held.

**Part-Time Bailiff Hire**
Ed Williams, Sheriff, asked for the Board to consider allowing him another part-time bailiff for the department and explained why this would be beneficial.

**Recommended by Commissioner Emig, seconded by Commissioner Elkins, to approve the addition of one part-time jail court officer. Recommendation was unanimously supported.**
MVAA Training Grant Application Update
Susan Vander Pol, County Coordinator, reported the grant application has been submitted and we should have a response soon.

Veterans’ Services/Use of County Vehicle for Training
Susan Vander Pol, County Coordinator, advised Board members the staff members in Veterans’ Services need to attend a spring conference in Frankenmuth to keep their certification. They will need to use the County vehicle for overnight travel, which requires Board approval.

Recommend by Commissioner Custer, seconded by Commissioner Michell, to approve overnight travel for the Veterans’ Department staff to attend the April conference in Frankenmuth. Recommendation was unanimously supported.

Third-Party Administrator/RFP’s
Susan Vander Pol, County Coordinator, asked for direction on how the Board wishes to proceed when the RFP’s come back for the Third-Party Administrator. Discussion was held, and the Board wished for them to come back to the Committee of the Whole.

Employee/Board Comment: Tracey Cochran, Payroll/HR Specialist, asked for further direction on what is supposed to be paid to Undersheriff Mark Moore.

Lori Leudeman, County Treasurer, asked where Undersheriff Moore’s pay will be coming from within the budget.

Public Comment: Alan Gingrich, Road Commissioner, reminded Board members of their upcoming meetings with local Townships.

Moved by Commissioner Gregory, seconded by Commissioner Emig, to adjourn at 11:38 a.m. Motion carried.

Karen J. Bluhm, County Clerk                                                   Jack Nehmer, Chairman