OSCEOLA COUNTY
COMMITTEE OF THE WHOLE
MINUTES
March 17, 2015

Meeting was called to order at 9:34 a.m. by Chairman Emig.


Also present: Bob Van Putten-Landmark Design, Scott Schryer-C.O.A. Director, Justin Halladay-Undersheriff, Jeremy Beebe-E.M.S. Director, Jon-Thomas Burgess-Technology Coordinator, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and a few members of the public.

Motion by Commissioner Wayne, supported by Commissioner Tiedt, to approve the agenda as presented. Motion carried.

Brief Public Comment: None.
Employee Comment: None.

Moved by Commissioner Nehmer, supported by Commissioner Gregory, to approve the minutes of March 3, 2015. Motion carried.

Recommended by Commissioner Tiedt, supported by Commissioner Gregory, to approve the current claims of the County in the amount of $ 35,369.11. Recommendation was unanimously supported.

C.O.A. Building Purchase Funding
Scott Schryer, C.O.A. Director, advised the Board that the bid submitted by the County for the purchase of property in Marion was accepted. Discussion was held on payment for this purchase coming from the Commission on Aging's 280 Fund.

Recommended by Commissioner Tiedt, supported by Commissioner Nehmer, to accept the purchase of the building at 101 East Main Street in Marion for the Commission On Aging programs with payment coming from the 280 Fund. Recommendation was unanimously supported.

C.O.A. Reed City Senior Center Update
C.O.A. Director, Scott Schryer, updated Board members on his meeting with the Reed City Senior Center executive board. He spoke about them having a 501 (3)(c) status and the possible benefits it could bring to future programs. He explained similarities with the Mecosta County program and will be speaking with them to see how we can possibly move forward with a merger in our County. Discussion was held.

C.O.A. 2014 Annual Report
Scott Schryer, C.O.A. Director, reviewed the 2014 annual report with Board members. He explained that if the Board is satisfied with the report as presented, he will be submitting it to Area Agency on Aging. A brief discussion was held.
Sheriff Renovation and Addition
Bob Van Putten, Landmark Design, and Undersheriff Justin Halladay were present. Mr. Van Putten reviewed the bids received on the proposed project. He also advised the low-bidder advised him a mathematical error was made, so he recommends the County reject that bid. Mr. Van Putten reviewed the bid from Mann Construction and discussion was held. Mr. Van Putten advised the Board to accept the Mann Construction bid, negotiating the change fee to 10% and proceed with the project.

Recommended by Commissioner Nehmer, supported by Commissioner Halladay, to approve the bid for the Sheriff’s Department project to Mann Construction, Inc. for $316,750 and authorize the County Coordinator to approve Change Orders up to $5,000 for the project. Recommendation was unanimously supported.

E.M.S. Northwest Quadrant Update
Bob Van Putten, Landmark Design, and Jeremy Beebe, E.M.S. Director, were present. A deed for the Tustin property has been received. Bob advised their goal is to finish up the drawings by the end of March and put them out for bids by March 30, 2015. Bids will be due by April 30, 2015. He then hopes to come to the Board with the bids by their second meeting in May. Discussion was held.

Recommended by Commissioner Tiedt, supported by Commissioner Nehmer, to approve letting the bids for the building project in Tustin for an Emergency Medical Services building. Recommendation was unanimously supported.

Budget Amendments & Cash Transfer
Commissioner Tiedt reviewed the budget amendments and cash transfer presented.

Recommended by Commissioner Tiedt, supported by Commissioner Gregory, to approve the budget amendments and cash transfer as presented. Recommendation was unanimously supported.

Circuit Court Parole/Probation/Xerox Copier Lease
Jon-Thomas Burgess, Technology Coordinator, shared information on a new copier lease for the Circuit Court Probation/Parole Office. He also reported they had money in their budget to cover the expense. Discussion followed.

Recommended by Commissioner Tiedt, supported by Commissioner Gregory, to approve a lease agreement with Xerox through MiDeal for the Circuit Court Parole/Probation department for a Workcentre 3615 DN with payment coming from the department’s annual operating budget and authorize the Chairman to sign. Recommendation was unanimously supported.

Jon-Thomas Burgess, Technology Coordinator, then asked the Board if it was necessary to bring every lease agreement for this type of equipment to a Board meeting or could Susan Vander Pol, County Coordinator, be authorized to approve some of these agreements. Discussion was held.
Recommended by Commissioner Tiedt, supported by Commissioner Nehmer, to authorize the County Coordinator to sign purchase/lease agreements for work station (copy/fax/scanner, etc) machines for the County Departments as the Purchasing Agent. Recommendation was unanimously supported.

Employee/Board Comments: None.

Extended Public Comment: None.

Motion by Commissioner Gregory, supported by Commissioner Nehmer, to adjourn at 10:53 a.m. Motion carried.

Karen J. Bluhm, County Clerk                                  Larry Emig, Chairman