OSCEOLA COUNTY
COMMITTEE OF THE WHOLE
MINUTES
October 20, 2015

Meeting was called to order at 9:35 a.m. by Chairman Emig.

Present: Commissioners Tiedt, Wayne, Elkins, Halladay, Nehmer, Gregory and Emig.

Also present: Jeremy Beebe-E.M.S. Director, Pete Carlson-Community Correction Director, Rosie McKinstry-Equalization Director, Scott Schryer-C.O.A. Director, Lori Leudeman-County Treasurer, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and a few members of the public.

Motion by Commissioner Nehmer, seconded by Commissioner Tiedt, to approve the agenda as amended. Motion carried.

Brief Public Comment: None.

Employee Comment: None.

Motion by Commissioner Gregory, seconded by Commissioner Wayne, to approve the minutes of October 6, 2015. Motion carried.

Recommended by Commissioner Tiedt, seconded by Commissioner Gregory, to approve the current claims of the County in the amount of $49,416.33. Recommendation was unanimously supported.

Community Corrections SCRAM Program Update
Pete Carlson, Community Corrections Director, updated Board members on the progress of the SCRAM program adopted earlier this year. He reported all County purchased SCRAMs are in use and he is currently renting 22 more units due to the participation in the program. He then spoke about GPS units being used in the near future. Discussion was held.

C.O.A. Release & Hold Harmless Agreement
Scott Schryer, C.O.A. Director, along with Susan Vander Pol, County Coordinator, spoke about the Hold Harmless agreement with Roger VanHaitsma for tree removal near the Tustin Meal Site location. Discussion was held.

Recommended by Commissioner Wayne, seconded by Commissioner Tiedt, to approve the Release of Liability Waiver and Hold Harmless Agreement with Mr. Roger VanHaitsma and authorize the Chairman to sign. Recommendation was unanimously supported.

Commissioner Elkins asked for an update on the parking lot situation at the Tustin location. Susan Vander Pol, County Coordinator, reported the Road Commission has looked at the parking lot and does not feel they can do anything else at the site. They recommend we wait for re-paving in the spring, although he did suggest two other contractors we might contact for another opinion. Commissioner Elkins then spoke about a request he received about the name of the Tustin meal site location, currently known as Boomer's Rendezvous. Discussion was held.
Rescinding of Motion #3C of October 6, 2015
Karen Bluhm, County Clerk, explained that the Board, when passing the motion for the 911 Plan Amendment, did not provide a Public Hearing Date which was required. Because she did not have the hearing date, she was unable to comply with the legal timeline requirements of the process. Discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Gregory, to rescind Motion No. 3C of October 6, 2015. Recommendation was unanimously supported.

Photo of Board of Commissioners & Elected Officials
Commissioners discussed the possibility of having a photo taken of the County Commissioners and the Elected Officials. Commissioner Elkins and Commissioner Emig will work on the project.

Closing County Buildings for Holiday Luncheon December 11, 2015
Chairman Emig spoke about allowing the County Buildings to close on December 11, 2015 for a two (2) hour period allowing employees to share in a holiday luncheon. Discussion followed.

Recommended by Commissioner Nehmer, seconded by Commissioner Halladay, to approve the closure of the main courthouse and annex buildings from noon until 2:00 p.m. on December 11, 2015 to allow employees to attend a holiday gathering. Recommendation was unanimously supported.

2016 County Budget
Susan Vander Pol, County Coordinator, reviewed a summary of requests from the various County departments needing to be addressed by the Board in order for her to finalize the proposed 2016 County Budget.

Jeremy Beebe, E.M.S. Director, explained his 2016 budget request to the Board regarding the raise increase requested for the pool employees. Discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve the E.M.S. Pool staff rate of pay and policy no. 210.2018 for 2016 to reflect an additional increase of $50 per hour above the GELC Agreement 8 year step wage. Recommendation was unanimously supported.

E.M.S. Director, Jeremy Beebe, then addressed his request for the change in compensation for Lieutenants. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Tiedt, to change the stipend amount for the E.M.S. Lieutenant position from $2,500 to $4,000. Recommendation was supported with Commissioner Wayne voting no.

Discussion was held on the request for the part-time corrections officers to be placed at the same Level 7 on the new pay scale as they were on the old scale.

Recommended by Commissioner Tiedt, seconded by Commissioner Wayne, to place the part-time Corrections Officer position at Level 7 of the Classification and Compensation Study scale. Recommendation was unanimously supported.
Discussion was held on setting the salary for the Drain Commissioner based on the information in the Wage and Classification Study.

**Recommended by Commissioner Wayne, seconded by Commissioner Nehmer, to set the Drain Commissioner 2016 salary at $13,578.24. Recommendation was unanimously supported.**

No further action was taken on any other 2016 budget requests. Committee of the Whole recessed at 10:56 a.m.

Committee of the Whole reconvened at 12:17 p.m. with all Commissioners present.

**Budget Amendments, Cash Transfers and Journal Register Report**
No budget amendments or cash transfers were presented.

**Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve the September Journal Entries Report from the County Treasurer as submitted. Recommendation was unanimously supported.**

**E.M.S. Northwest Quadrant/Tustin Station**
Jeremy Beebe, E.M.S. Director, updated the Board on the progress of the new Tustin station. He reported they should be operating out of that location by the end of November.

**E.M.S. Bad Debt Report for June-September 2015**
Jeremy Beebe, E.M.S. Director, asked for the Board to approve the bad debt for E.M.S. for the period of June through September 2015. A brief discussion was held.

**Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the E.M.S. write off for bad debt for the months of June through September in the amount of $10,932.49. Recommendation was unanimously supported.**

**Sheriff Office Renovation & Addition**
Susan Vander Pol, County Coordinator, reported the final payment on the new portion of the jail renovation has been made and they continue now with the remodel portion of the job.

**Overtime in Prosecutor's Office**
The Prosecutor did not attend the meeting. No action was taken.

**Chief Deputy Treasurer Position**
Lori Leudeman, County Treasurer, spoke to the Board regarding her written request to hire a new employee while the current employee remains on the payroll using paid benefit time, but is not actively working. Discussion was held.

**Recommended by Commissioner Nehmer, seconded by Commissioner Tiedt, to approve the request from the County Treasurer to post and hire for the position of Chief Deputy Treasurer now with payment of the wages through January 7, 2016 to come from the Delinquent Tax Funds. Recommendation was unanimously supported.**
Jail Purchase of a Convection Steamer
Jail Administrator, Russ Wayne, spoke about replacing the Convection Steamer since the current one is worn out. He presented bids on the purchase of a new one and advised the Commissary funds will pay for the purchase. A brief discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Halladay, to purchase a Convection Steamer with a water treatment system from Cooks Corrections in the amount of $6,146.00, with payment to come from the Jail Commissary Fund. Recommendation was unanimously supported.

Carpeting Bids for Main Courthouse & Jail
Susan Vander Pol, County Coordinator, advised they sent out ten (10) RFP’s for the carpeting in the Main Courthouse and Jail. Only two (2) vendors responded and she explained the bids. Discussion followed.

Recommended by Commissioner Wayne, seconded by Commissioner Nehmer, to approve purchase of carpeting from Van Drie Home of Cadillac in an amount not to exceed $10,450.00 with payment from the 245 Fund. Recommendation was unanimously supported.

Appointments to County Board of Canvassers
Karen Bluhm, County Clerk, advised it is time to appoint two (2) members to the Board of Canvassers for a period of four (4) years. One member from the Republican Party and one from the Democratic Party need to be selected. She was unable to locate a Democratic Chairman for the local county party, however she did contact the Republican Party Chair for a recommendation. She asked for the re-appointment of Joan Iler-Democrat and Pam Prichard-Republican to the Board of Canvassers.

Recommended by Commissioner Elkins, seconded by Commissioner Nehmer, to approve the appointments of Pam Prichard and Joan Iler to the County Board of Canvassers. Recommendation was unanimously supported.

PA 152 Opt In or Opt Out
Susan Vander Pol, County Coordinator, explained the Board must yearly decide to Opt "In" or "Out" according to PA 152. After some explanation of PA 152, she asked how the Board wished to proceed. Discussion was held.

Recommended by Commissioner Tiedt, supported by Commissioner Nehmer, to choose to “Opt Out” for compliance with PA 152 for 2016. Recommendation was unanimously supported.

Employee/Board Comments: Rosie McKinstry, Equalization Director, made a brief statement regarding the Wage and Classification Study.

Extended Public Comment: None.

Moved by Commissioner Nehmer, seconded by Commissioner Gregory, to adjourn at 12:49 p.m. Motion carried.

Signed:

Karen J. Bluhm, County Clerk

Larry Emig, Chairman