OSCEOLA COUNTY
COMMITTEE OF THE WHOLE
MINUTES
FEBRUARY 16, 2016

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


Also present: Scott Schryer-C.O.A Director, Dan Massy-Community Developer, Justin Halladay-Undersheriff, Susan Vander Pol-County Coordinator, Jody Waurzyniak-Executive Assistant, Karen Bluhm-County Clerk, and other members of the public.

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

Brief public comment: None.

Employee/Board comment: Susan Vander Pol, County Coordinator, spoke about correspondence from the DNR regarding a possible meeting.

**Motion by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the minutes from February 2, 2016. Motion carried.**

**Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve the current claims of the County in the amount of $28,120.17. Recommendation was unanimously supported.**

**911 Service Plan Amendment**
Karen Bluhm, County Clerk, asked for the Board to consider adopting the Proposed 911 Service Plan now that the Public Hearings and notification period has expired.

**Recommended by Commissioner Gregory, seconded by Commissioner Halladay, to approve the 911 Service Plan Amendment as submitted. Recommendation was unanimously supported.**

**Budget Amendments**
Commissioner Tiedt reviewed the budget amendments presented today.

**Recommended by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the budget amendments as presented. Recommendation was unanimously supported.**

**Community Development Department Functions**
Dan Massy, Community Developer, shared information regarding the functions of his office. He presented information regarding community versus economic development and how they overlap. He explained some of the programs offered by the two programs. He also answered questions and spoke about an upcoming tourism workshop that should be held in March. Discussion was held.

**C.O.A./AAAWM Purchase of Service Agreement & Business Associate Agreement**
Scott Schryer, C.O.A. Director, spoke about the AAAWM Purchase of Service Agreement and the Business Associate Agreement. The agreement is for the Medicaid Waiver Program and is separate from
the Older Americans Act Funding. He advised it is received annually and explained the programs'
purpose in helping to keep older citizens out of nursing homes longer. Discussion was held.

**Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve the
AAAWM Purchase of Service Agreement & Business Associate Agreement and authorize the
Chairman to sign. Recommendation was unanimously supported.**

**C.O.A./AAAWM Memorandum of Agreement Diabetes PATH**
Scott Schryer, C.O.A. Director, spoke about a new agreement with AAAWM which shall provide two (2)
Diabetes PATH workshops for older adults and adults with disabilities. He noted this is the first time this
agreement has been offered and how it will work. Discussion was held.

**Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the
Memorandum of Agreement Diabetes PATH contract and authorize the Chairman to sign.
Recommendation was unanimously supported.**

**Commission on Aging Annual Report**
Scott Schryer, C.O.A. Director, reviewed information with Board members in his departmental Annual
Report. He noted that many of their services have seen an increase, highlighting their meal site numbers
as well as their home delivered meals program. He also spoke about staffing and a 14% turnover in staff,
which he noted was considerably lower than most in this particular career field. Discussion was held.

**Sheriff Purchase of Holsters**
Undersheriff Justin Halladay spoke to Commissioners about a donation the department received to be
used for the purchase of new holsters for the new weapons the department recently purchased. After his
review of the bids received, he explained some of the features of the new holsters and asked the Board to
approve the purchase from Kiesler's Police Supply, Inc. Discussion was held.

**Recommended by Commissioner Elkins, seconded by Commissioner Wayne, to purchase holsters
from Kiesler's Policy supply, Inc. for $4,506.20 with payment from 101.301.748.000.
Recommendation was unanimously supported.**

**PA 116 Farmland Agreement/DeZeeua Harmony Acres LLC**
Karen Bluhm, County Clerk, spoke about an application received from DeZeeua Harmony Acres LLC for
a PA 116 Farmland Agreement. Karen spoke about how the program works, allowing the property
owners to received a tax break for committing their property to remain agricultural for a number of years.
She did note it does not affect the County's property tax base or exempt them from paying property taxes.
Discussion was held.

**Recommended by Commissioner Elkins, supported by Commissioner Nehmer, to approve the PA
116 Farmland and Open Space Preservation Program Agreement for DeZeeua Harmony Acres
LLC. Recommendation was unanimously supported.**

**Circuit Court Clerk Step Increase**
Karen Bluhm, County Clerk, spoke about her new hire for the Circuit Court Clerk position within her
department. She explained the applicant's qualifications and knowledge as it relates to not only the
Circuit Court, but also to the Qualified Voter File and E Pollbook. She asked that since the expense of training for these software programs will not be needed, if she might be able to offer the new employee the first step increase at their 6 month anniversary. Discussion was held.

Recommended by Commissioner Nehmer, supported by Commissioner Gregory, to authorize the County Clerk to provide the newly hired Circuit Court Clerk a step increase after six months. Recommendation was unanimously supported.

**Bulk Paper Purchase**

Susan Vander Pol, County Coordinator, explained the bids received for the bulk paper purchase and why she would recommend the purchase be made with Integrity Business Solutions, LLC. Discussion was held.

Recommended by Commissioner Wayne, supported by Commissioner Tiedt, to approve the paper purchase bid from Integrity Business Solutions, LLC for $6,191.37. Recommendation was unanimously supported.

Employee/Board Comment: Commissioner Nehmer spoke about a request from Sherman Township.

Extended Public Comment: None.

Moved by Commissioner Gregory, seconded by Commissioner Nehmer, to adjourn at 11:02 a.m. Motion carried.

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Karen J. Bluhm, County Clerk

Larry Emig, Chairman