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


Also present: Justin Halladay-Undersheriff, Rosie McKinstry-Equalization Director, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

**Motion by Commissioner Elkins, seconded by Commissioner Halladay, to approve the agenda as amended. Motion carried.**

Brief public comment: None.

Employee/Board comment: Rosie McKinstry, Equalization Director, read a statement regarding her 40 years of service pin.

Susan Vander Pol, County Coordinator, spoke about her progress in working to fill the vacated Veterans Service Office position.

Moved by Commissioner Gregory, seconded by Commissioner Tiedt, to approve the minutes from January 5, 2016 as presented. Motion carried with unanimous voice vote.

**Library Staff Access**
Susan Vander Pol, County Coordinator, spoke about the LEIN access at the Annex Building. She explained why the LEIN auditor is unhappy with the LEIN location in that building. Since the LEIN location is accessible by library employees, she is working with the State to get the library employees trained and cleared by LEIN to remedy the problem.

**Recommended by Commissioner Tiedt, seconded by Commissioner Elkins, to approve the current claims of the County in the amount of $45,944.38 ($35,786.97 for 2015 and $10,157.41 for 2016). Recommendation was unanimously supported.**

**Veteran Affairs County Incentive Grant**
Susan Vander Pol, County Coordinator, spoke about a Veteran Affairs Incentive Grant the County has been given for our Veterans Affairs program. She explained about how the grant may be used and discussion was held.

**Recommended by Commissioner Gregory, seconded by Commissioner Tiedt, to accept the grant from the State of Michigan Veteran Affairs Agency for a maximum of $5,000 to purchase technology items for the Veterans Services office and authorize the appropriate signatures. Recommendation was unanimously supported.**

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

**Longevity Pay Policy**
Susan Vander Pol, County Coordinator, presented information the Board previously requested regarding a possible increase in the longevity pay policy. Discussion was held.

Recommended by Commissioner Wayne, seconded by Commissioner Halladay, to approve the amended Longevity Pay Policy and make it retroactive to January 1, 2016. Recommendation was unanimously supported.

**E.M.S. Northwest Quadrant/Tustin Station**
Susan Vander Pol, County Coordinator, updated Board members on the new E.M.S. Tustin Station. She reported she is waiting for warranty information and the wrap up of some last minute items before making the final payments. It was also noted the open house at the new base station will be January 28, 2016 from 4:00 p.m. to 7:00 p.m.

**Purchase of Firearms/Sheriff's Department**
Undersheriff Justin Halladay spoke to the Board about replacing the weapons used by officers in the department. He explained they will be working in conjunction with MSP and using the state bid to purchase these weapons. He explained the trade-in policy, as well as the procedure allowing current officers the opportunity to purchase their current weapons if they wished to do so. Discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Gregory, to approve the purchase of 46 Glock weapons from C.M.P. Distributors Inc., of Lansing Michigan in the amount of $8,489.00, offset by any County employee purchased weapons. Recommendation was unanimously supported.

**Purchase of ResQ Discs**
Undersheriff Justin Halladay shared information regarding ResQ discs and how they might be used by departmental staff. He explained the cost and how many he would like to purchase. A brief discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Elkins, to purchase fifteen (15) ResQ discs from SAVE A LIFE of Las Vegas, NV in the amount of $734.85 with payment from the Sheriff's equipment line-item. Recommendation was unanimously supported.

**Clerk's Office Staffing**
County Clerk, Karen Bluhm, spoke to the Board about the current staffing and positions within her offices, as well as some of the duties performed by staff. She explained that with a current position vacant at this time, she would like to make one of the current Deputy Clerk positions a Circuit Court Clerk position. She then explained why she was asking to make this change. Discussion was held.
Recommends by Commissioner Tiedt, seconded by Commissioner Wayne, to eliminate one Level 5 Deputy Clerk position and approve one Level 6 Circuit Court Clerk/Deputy Clerk position in the County Clerk's office. Recommendation was unanimously supported.

**Clerk's Office Imprest Cash**
County Clerk, Karen Bluhm, asked the Board to increase her imprest cash from $100 to $200. She explained that when the remodel in the front of her office was done last year, a second cash drawer was added. The additional $100 would be used in that new cash drawer for making change. Discussion was held.

Recommended by Commissioner Gregory, supported by Commissioner Wayne, to increase the County Clerk's Imprest Cash from $100 to $200 for the two front office cash boxes. Recommendation was unanimously supported.

**Remonumentation Agreement**
Susan Vander Pol, County Coordinator, shared the 2016 Remonumentation Agreement with LCM Surveying & Engineering Inc. She shared information regarding the upcoming year's grant and noted it is the standard language that has been used over the past several years. A brief discussion was held.

Recommended by Commissioner Elkins, supported by Commissioner Wayne, to approve the Remonumentation Agreement with LCM Surveying in the amount of $40,887. Recommendation was unanimously supported.

Employee/Board Comment: None.

Extended Public Comment: None.

Moved by Commissioner Wayne, seconded by Commissioner Halladay to adjourn at 10:49 a.m. Motion carried.

Karen J. Bluhm, County Clerk

Larry Emig, Chairman