The Committee meeting was called to order at 9:31 a.m. by Chairman Emig.

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

Also present: Justin Halladay-Undersheriff, Mark Watkins-E.M.D. Director, Jeremy Beebe-E.M.S. Director, Scott Schryer-C.O.A. Director, Don LaBrenz II-Building Inspector, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

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

Brief Public Comment: Andy Duffy, reporter for the Cadillac News, introduced Jon Gilbert, a new Cadillac News reporter, to the Board.

Employee/Board Comment: None.

Motion by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the minutes from February 21, 2017. Motion carried.

Recommended by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the current claims of the County in the amount of $70,973.00. Recommendation was unanimously supported.

Sheriff Officer & Jail Management Systems Bids
Undersheriff Justin Halladay reviewed the bids received on the proposed new officer and jail management systems. He explained that some of the bids were not complete, explaining why to Board members. He also reported recently learning that one of the companies has been purchased by another company. He wishes to further gather information, because of the merger, and will be bringing back a recommendation at a later date. Discussion was held.

C.O.A. Marion Renovation-Roof
Scott Schryer, C.O.A. Director, introduced Joe Bentley, V.P. for Steve Jones Construction, Inc., to Board members and had him explain the issue they have discovered with the roof at the Marion renovation project. Mr. Bentley explained the problem is related to an adjoining building and how their roof joins our facility. A lengthy discussion was held on various options on the roof.

Recommended by Commissioner Nehmer, seconded by Commissioner Gregory, to approve $5,777.50 for a roof parapet for the Marion C.O.A. Renovation project with payment from C.O.A. funds. Recommendation was unanimously supported.

C.O.A. Marion Renovation-Electrical
Scott Schryer, C.O.A. Director, shared a need for some unexpected electrical upgrades at the Marion project.

Recommended by Commissioner Nehmer, seconded by Commissioner Halladay, to approve up to $600 for the emergency lights and electrical work for the dishwasher for the Marion C.O.A. renovation project. Recommendation was unanimously supported.
Committee Minutes
March 7, 2017

**C.O.A. Marion Project/Contingency Funds**
Chairman Emig suggested some contingency funds be made available for any additional costs at the Marion project in order to keep the project moving forward without bringing smaller items to the Board. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Tiedt, to approve a contingency of $1,000 for the Marion C.O.A. renovation project. Recommendation was unanimously supported.

**C.O.A. 2016 Annual Report & Senior Project FRESH/Market FRESH**
Scott Schryer, C.O.A. Director, presented their 2016 Annual Report to Board members. He reviewed information within the report, noting program income is growing. He spoke about a variety of programs and departmental staffing. Scott then spoke about the Project FRESH for seniors. This is the 4th year for the program, but the AASA (MDHHS Aging and Adult Services Agency) requires a signed agreement. Discussion was held.

Recommended by Commissioner Elkins, seconded by Commissioner Nehmer, to approve the Memorandum of Agreement between the MDHHS Aging and Adult Services Agency and Osceola County thru its Commission on Aging for Senior Project FRESH/Market FRESH and authorize the appropriate signatures. Recommendation was unanimously supported.

**Building Board of Appeals Appointments**
Don LaBrenz, II, Building Inspector, advised Board members that the Board of Appeals members need to be re-appointed. He explained that one member does not wish to continue and recommended his replacement to be Shane Helmer. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Tiedt, to approve the following for the Osceola County Building Board of Appeals for a two (2) year term expiring 03/15/2019: George Hollingshead, Herbert B. Phelps, Jim Peterson, Keith Holmes, Kevin Miller, Shane Helmer, and Terrance Gerber. Recommendation was unanimously supported.

**Evart Local Development Finance Authority Appointment**
Susan Vander Pol, County Coordinator, advised Board members that no one has come forward asking to be appointed to the Evart Local Development Finance Authority after posting to the County’s website. Discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Gregory, to approve the appointment of Commissioner Elkins to the Evart Local Development Finance Authority. Recommendation was unanimously supported.

**Emergency Management Items**
Mark Watkins, E.M.D. Director, presented the WMSRDC HSGP FY16 Intergovernmental Agreement for Board approval. He explained that the agreement appoints the fiduciary for our funding. Discussion was held.
Recommended by Commissioner Tiedt, seconded by Commissioner Halladay, to approve the WMSRDC HSGP FY16 Intergovernmental Agreement and authorize the Chairman to sign. Recommendation was unanimously supported.

Mark Watkins, E.M.D. Director, spoke about the annual $1,000.00 HMEP grant. He advised it is not yet available, but will be due soon. He is worried he may receive it and need to return it prior to another Board meeting. He asked for direction, and discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Tiedt, to authorize the Emergency Management Director, Mark Watkins, to apply and sign for the HMEP Grant. Recommendation was unanimously supported.

**2017 Fall EMT Class**
Jeremy Beebe, E.M.S. Director, explained that three (3) years ago, they began to provide first-responder training. Now he would like to start teaching EMT training, since Baker College is no longer providing the training. He explained how the program will work and answered questions.

Recommended by Commissioner Gregory, seconded by Commissioner Tiedt, to approve a 2017 Fall EMT Class through the County and authorize the appropriate signatures on applicable forms and agreements. Recommendation was unanimously supported.

**E.M.S. Support Vehicle Purchase**
Jeremy Beebe, E.M.S. Director, reviewed quotes received on a support vehicle for E.M.S. Discussion was held on the quotes received and the need for the vehicle.

Recommended by Commissioner Elkins, seconded by Commissioner Tiedt, to purchase a Ford F250 XL from Babb Ford in the amount of $33,045.12. Recommendation was supported with Commissioners Halladay and Gregory voting no.

**Budget Amendments**
Commissioner Tiedt reviewed the budget amendments presented and asked for approval.

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

**Employee/Board Comments:** Karen Bluham, County Clerk, briefly shared information about credit card usage. She also answered questions about where she is at in the process of selecting new election equipment.

Extended Public Comments: None.

Motion by Nehmer, seconded by Wayne, to adjourn at 10:50 a.m. Motion carried.

Karen J. Bluham, County Clerk

Larry Emig, Chairman