COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
AGENDA
Tuesday, May 2, 2017
301 West Upton Ave., Reed City, Michigan
2nd Floor, Board of Commissioners Room, 9:30 a.m.

NOTE: Claims will be available for review from 9:00 – 9:30 a.m.

1. Meeting Called to Order by Chairperson.

2. Additions or Deletions to the Agenda – Approval of the Agenda.


4. Employee/Board Comments.

5. Consider Approval of the Minutes of April 18, 2017.

6. Consider Payment of Claims.

7. Old Business:
   A. Consider Other Budget Amendments, Cash Transfers, and Journal Register Reports from Treasurer.
   B. Update on C.O.A. Marion Renovation.
   C. Update on VoIP Telephone Installation with Jive Communications.

8. New Business:
   B. Discuss Register of Deeds Server Replacement – Nancy Crawford.
   C. Discuss Guest/Probate/Family Ct. Wi-Fi Access for YAC & CMDHD – Kaye Frederick & Susan Vander Pol.
   D. Discuss Items – Susan Vander Pol:
      1. Maintenance Additional Staffing.
      2. Paper Request for Bids.
      3. Appointment to MOTA.

9. Other Business:

10. Employee/Board Comments.

11. Extended Public Comments (Six Minute Limit).


Note: A quorum of the Board of Commissioners may be present at the Committee meetings.

PUBLIC COMMENT
The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern. If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.
The Committee meeting was called to order at 9:36 a.m. by Chairman Emig.

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

Also present: Jeremy Beebe-E.M.S. Director, Scott Schryer-C.O.A. Director, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

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

**Brief Public Comment: None.**

**Employee/Board Comment: None.**

**Motion by Commissioner Nehmer, seconded by Commissioner Gregory, to approve the minutes from April 4, 2017. Motion carried.**

**Recommended by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the current claims of the County in the amount of $26,166.12. Recommendation was unanimously supported.**

**C.O.A. -US Hole In One Application**
Scott Schryer, C.O.A. Director, explained the US Hole In One Application presented today for approval. He advised the actual event is set for June 21, 2017 at Spring Valley Golf Course. A brief discussion was held.

**Recommended by Commissioner Nehmer, seconded by Commissioner Wayne, to approve the US Hole In One event for the Commission on Aging and authorize the Chairman to sign. Recommendation was unanimously supported.**

**Community Space Agreement (Draft)**
Scott Schryer, C.O.A. Director, explained what the Community Space Agreement between the County and the Osceola County 4H & FFA Fair Board involved. Susan Vander Pol, County Coordinator, spoke to Board members about the proposed agreement noting she drafted it under the MMRMA guidelines, but asked if the County wished to have County counsel also review the document. Discussion was held and it was decided to send the proposed draft to the Fair Board in its’ current state.

Commissioner Elkins arrived at 9:40 a.m.

Scott Schryer, C.O.A. Director, spoke about the Taste of Osceola being held this evening with proceeds going to the Commission on Aging. He also reported trying to coordinate a Bark in the Park event in Marion and explained the event to Board members.

C.O.A. Director, Scott Schryer, then introduced Staci Gerken and Barb Nelson from Area Agency on Aging of West Michigan (AAA WM) who are here today for their annual C.O.A. state assessment.
Staci and Barb addressed Board members complementing our C.O.A. agency on the various programs and services offered.

**West Michigan Regional Dashboard**
Paul Griffith, Executive Director of Michigan Works West Central, shared the regional dashboard presentation with Board members. He spoke about the $900,000 funding for the entire region, which is the second largest region in the state. He noted they try to use their funding for projects, not studies. He spoke about the Alice program and the importance for high speed broadband. Discussion was held.

**Budget Amendments and Journal Register Report**
Commissioner Tiedt reported no budget amendments were received, but the Board does need to approve the Journal Register Report.

**Recommended by Commissioner Tiedt, seconded by Commissioner Gregory, to approve the March Journal Register for the Osceola County Treasurer. Recommendation was unanimously supported.**

**VolP Telephone Installation with Jive Communications**
Susan Vander Pol, County Coordinator, updated Board members on the progress of the new telephone system installation.

**PA 379 Local 911 Collection & Remittance**
Commissioner Gregory asked the Board to approve the levy, per voter approval, of the $2.25 per line for the 911 surcharge and services. Discussion was held.

**Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to approve collection of the surcharge amount of $2.25 per device, based on the 2017 Meceola Central Dispatch budget requirements for 911 services and approve any necessary resolution. Recommendation was unanimously supported.**

Employee/Board Comments: None.

Extended Public Comment: None.

Moved by Commissioner Nehmer, second by Commissioner Tiedt, to adjourn at 10:55 a.m. Motion carried.

Karen J. Bluhm, County Clerk

Larry Emig, Chairman
April 18, 2017

To Whom It May Concern:

The County of Osceola is actively accepting open bids on selected paper products. The specifications are shown on the enclosed bid form.

The County would like a quote for the bulk purchase and also a price for additional purchases (of each paper) that would be in effect for six (6) months. If it’s not possible to lock in a price for six months, please note this on the bid form.

Bids are to be submitted by 12:00 p.m. on April 28, 2017. No bidder may withdraw a bid within 60 days of the bid date.

The County will issue one Purchase Order for the bulk purchase with account billing and invoicing. We also request the supply of paper be held and delivered throughout the year as our storage space is limited. Inside delivery is not required; however, we expect the driver to help get cartons from the truck to the ground as we only have a dolly (no loading dock, pallet jack, nor fork lift is available). The County has two locations in Reed City with the ability to hold one pallet (40 cartons) at each location.

Please submit your bid via mail, fax, or e-mail to Susan M. Vander Pol, County Coordinator, as shown above.

Sincerely,

Jody Waurzyniak
Executive Assistant

Enclosure
COUNTY OF OSCEOLA

PAPER BID FORM – OPEN BIDS 2017

Proposals are due by 12:00 p.m. on April 28, 2017. No bidder may withdraw a bid within 60 days of the bid date.

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>SHEETS PER CASE</th>
<th>UNIT PRICE PER CASE</th>
<th>TOTAL COST</th>
</tr>
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<tbody>
<tr>
<td>187 CS</td>
<td>8 ½ x 11 Copy Paper 20 lb., 96 Brightness</td>
<td>_______</td>
<td>_______</td>
<td>_______</td>
</tr>
<tr>
<td>5 CS</td>
<td>8 ½ x 11 3-Hole Punched Paper 20 lb., 92 Brightness</td>
<td>_______</td>
<td>_______</td>
<td>_______</td>
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<tr>
<td>1 CS</td>
<td>8 ½ x 14 Legal Paper 20 lb., 96 Brightness</td>
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<td>_______</td>
<td>_______</td>
</tr>
<tr>
<td>12 CS</td>
<td>9 ½ x 11 White 20 lb. 1-Ply Blank (Micro Perf.) Computer Printout Paper</td>
<td>_______</td>
<td>_______</td>
<td>_______</td>
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205 TOTAL CASES

PAPER COST: _______

DELIVERY CHARGE: _______

TOTAL COST: _______

6-Month Lock In Price? ______ Yes or ______ No / If No, other Lock In Price Date _______

COMPANY: __________________________________________

CONTACT: _________________________________ PHONE: __________________________

E-MAIL: __________________________________________

ADDRESS: _________________________________________

SIGNATURE: _______________________________ DATE: ________
<table>
<thead>
<tr>
<th>ENTITY</th>
<th>APPOINTEE</th>
<th>BOARD DATE</th>
<th>NEW OR REAPPOINTED</th>
<th>TERM EXPIRES</th>
<th>TERM LENGTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mecosta Osceola Transit Authority (MOTA)</td>
<td>Commissioner Halladay</td>
<td>5/5/2015</td>
<td>Reappointed</td>
<td>5/31/2018</td>
<td>3 Year</td>
</tr>
<tr>
<td>3 Citizens (1 City Rep recommended by Evart &amp; Reed City Commissions and 1 At-Large Rep recommended by County)</td>
<td>Commissioner Emig - Alt.</td>
<td>5/5/2015</td>
<td>Reappointed</td>
<td>5/31/2018</td>
<td>3 Year</td>
</tr>
<tr>
<td></td>
<td>Sally Andrews - City (Evart/Reed City)</td>
<td>6/7/2016</td>
<td>Reappointed</td>
<td>5/31/2019</td>
<td>3 Year</td>
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<tr>
<td></td>
<td>Dave Johns - At-Large</td>
<td>12/16/2014</td>
<td>Reappointed</td>
<td>5/31/2017</td>
<td>3 Year</td>
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