The Regular Meeting of the Hillsdale County Board of Commissioners convened on June 12, 2018 in the Board of Commissioners Room/Probate Courtroom, 29 N. Howell Street, Hillsdale, Michigan.

Commissioner Wiley called the meeting to order at 9:00 a.m. Prayer and the Pledge of Allegiance to the United States of America by Commissioner Brown.

**ROLL CALL:**

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<th>DISTRICT</th>
<th>PRESENT</th>
<th>ABSENT</th>
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<tbody>
<tr>
<td>1</td>
<td>Ruth Brown</td>
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<td>2</td>
<td>Mark Wiley</td>
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<td>3</td>
<td>Bruce Caswell (via phone)</td>
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<td>4</td>
<td>Julie Games</td>
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<td>5</td>
<td>John Burtka</td>
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**AGENDA:**

1. Call to Order
2. Prayer & Pledge by Commissioner Brown
3. Public Comment
4. Consent Agenda
5. Correspondence - Listed
6. Regular Agenda
7. Standing Order:
   9:10 a.m. Maribeth Leonard, CEO LifeWays – Quarterly Report
   9:30 a.m. Randy Finley, Facilities Director – Updates: Schindler Elevator Corp. Upgrade Order, Agreement (Courthouse) & Parking Lot Plan Approval
   10:00 a.m. Public Hearing: Truth-in-Taxation
8. Committee Reports:
   A. FACILITIES/TECHNOLOGY/ECON DEVELOPMENT – JULIE GAMES
      18-067: Equalization Director – Job Description
   B. FINANCE – BRUCE CASWELL
      18-068: Spreading of Taxes 2018 – 2004 Senior Services 0.4965 mill
      18-069: Spreading of Taxes 2018 – 2008 Senior Services 0.4997 mill
      18-070: Spreading of Taxes 2018 – Contracted Ambulance Capital 0.1499 mill
      18-071: Spreading of Taxes 2018 – Contracted Ambulance Service 0.2498 mill
      18-072: Spreading of Taxes 2018 – Medical Care Facility 0.5997 mill
      18-073: Spreading of Taxes 20418 – County Allocated 4.9527 mills
   C. HUMAN SERVICES – RUTH BROWN
   D. PUBLIC SAFETY – JOHN BURTKA
   E. CHAIRPERSON’S REPORT/MANAGEMENT & PERSONNEL – MARK WILEY
      18-074: Ratify 911 – Non-Supervisory
      18-075: Ratify 911 – Supervisory
      18-076: Amend Hillsdale County Policy & Procedure Guidelines
              (Accumulated Sick/Vacation Time Payout Upon Death)
      18-077: Requirement to Request Liability Insurance Rider (Hired Contractor)
9. Public Comment
10. Additional Business
11. Adjournment


C/Burtka moved to approve the Consent Agenda. Second by C/Games. Vote unanimous. **CARRIED**
C/Burtka moved to approve the Regular Agenda with the addition of Resolution 18-078: CDBG Monies to Construction Fund under Finance. Second by C/Games. Vote unanimous. CARRIED

9:12 a.m. Maribeth Leonard, CEO LifeWays, reviewed her quarterly report with the Board. There was some discussion regarding inmate care at the Jail and also discussion regarding Autism.

9:23 a.m. Ms. Leonard finished and exited.

Randy Finley, Facilities Director, addressed the Board on a few items. The first issue is the parking lot at the County Office Building. He presented a plan that was approved by the Inspection Department and the City of Hillsdale. The plan showed how the parking lot will be laid out. Mr. Finley was asking permission to proceed with the plan.

C/Burtka moved to approve the layout of the Parking Lot and allow Mr. Finley to proceed with the work. Second by C/Brown. Vote: 4-Yes, 1-No (C/Caswell). CARRIED

Mr. Finley then addressed the elevator in the Courthouse. He stated that Schindler Elevator Corporation informed him that the gear which allows the door to open and close has been failing. It was suggested that the County be proactive, order the gear and have it replaced. This would take approximately three weeks to come in and two days to repair. The alternative is waiting until it breaks. Then we could be without an elevator for several weeks. The cost would be about the same at $8,000.

C/Burtka moved to allow Mr. Finley to be proactive and order the part and authorize the Chair to sign the agreement for repairs. Second by C/Games. Vote unanimous. CARRIED

Mr. Finley informed the Board that his line item budget for the Sheriff’s Department is over budget and that an additional amount of $3,000 for a toilet and $2,000 to $9,000 for a failing jail door will cause that line to be even further over budget and he wanted to make the Commissioners aware.

Mr. Finley asked where the Board was at in regards to allowing him to hire a custodial person for the Dental Clinic. C/Wiley stated that they are still working on that and would hope to obtain an update after the District Health meeting.

9:46 a.m. Mr. Finley finished and exited.

C/Games gave an update on items under her committee.

C/Games moved to approve Resolution 18-067: Job description for the Equalization Director. Second by C/Brown. Vote unanimous. CARRIED

9:49 a.m. Nancy Leutzow entered.

C/Brown gave an update on items under her committee.

10:00 a.m. C/Burtka moved to open the Truth-in-Taxation Hearing. Second by C/Games. Vote unanimous. CARRIED

Ms. Nancy Leutzow expressed her concerns regarding the proposed increase.

10:03 a.m. Bob Eichler entered.

Mr. Eichler expressed his concerns as well.

Nick Wheeler, Equalization Director, explained that this increase would raise taxes on a $50,000 home by about $10.00 over last year.

10:22 a.m. C/Burtka moved to close the Public Hearing. Second by C/Games. Vote unanimous.


C/Brown moved to approve Resolution 18-070: Spreading of taxes for year 2018 for Contracted Ambulance – Capital. Second by C/Caswell. Roll Call Vote: C/Games – No, C/Wiley – Yes, C/Caswell – Yes, C/Burtka – No, C/Brown – Yes. Vote: 3-Yes, 2-No. CARRIED


C/Brown moved to approve Resolution 18-072: Spreading of taxes for year 2018 for the Medical Care Facility. Second by C/Caswell. Roll Call Vote: C/Caswell – Yes, C/Burtka – No, C/Brown – Yes, C/Games - No, C/Wiley – Yes. Vote: 3-Yes, 2-No. CARRIED
C/Brown moved to approve Resolution 18-073: Spreading of Taxes for year 2018 for County Allocated. Second by C/Caswell. Roll Call Vote: C/Burtka – No, C/Brown – Yes, C/Games – No, C/Wiley – Yes, C/Caswell – Yes. Vote: 3-Yes, 2-No.  CARRIED

C/Burtka moved to approve Resolution 18-078: Transfer of $36,675.82 from the Hillsdale Co CDBG Program Fund to the Courthouse Construction Fund. Second by C/Caswell. Vote unanimous.  CARRIED

10:30 a.m. C/Caswell ended his phone call.

C/Wiley gave an update on items under his committee.

C/Wiley moved to approve Resolution 18-074: Ratification of the agreement between the County of Hillsdale, the Hillsdale County ETS Board and the Governmental Employees Labor Council in regards to wages. Second by C/Brown. Vote: 4-Yes, 0-No, 1-Absent.  CARRIED

C/Wiley moved to approve Resolution 18-075: Ratification of the agreement between the County of Hillsdale, the Hillsdale County ETS Board and the Governmental Employees Labor Council – Supervisory Unit. Second by C/Brown. Vote: 4-Yes, 0-No, 1-Absent.  CARRIED

C/Wiley moved to approve Resolution 18-176: Amending the County of Hillsdale Policy and Procedure Guidelines of 2018 to include paying out 1/2 sick time and all vacation time to the next of kin in the event of an employee’s death. Second by C/Brown. Vote: 4-Yes, 0-No, 1-Absent.  CARRIED

C/Wiley moved to approve Resolution 18-077: Directing all Elected and Appointed Department Heads to request proof of a contractor’s liability insurance and Worker’s Compensation (if applicable) from all who are contracted for work by the county along with making sure that a copy of said insurance be placed on file with the office assigned to maintain the County’s liability insurance which is currently the County Treasurer. Second by C/Games. Vote: 4-Yes, 0-No, 1-Absent.  CARRIED

C/Wiley gave an update on items under his committee.

The Board conducted a lengthy discussion regarding a wage supplement from the Concealed Pistol License Fund for the employees of the County Clerk’s Office. C/Games had spoken with several other counties that are doing this same thing. C/Brown stated that she is not comfortable with making any decision today and would like to see it on the Agenda for the next meeting. C/Burtka feels that there should be wage increases and the money deposited into the General Fund to cover those increases. Clerk Kast stated that she would like to give her employees a stipend for now and then work with Mr. Ringman on adjusting wages for her employees.

C/Wiley stated that it will be on the Agenda for the next meeting.

Under Public Comment, Doug Sanford and Pat Knight thanked the Board for ratifying the GELC contracts.

There was some discussion on who is responsible for making sure that reports from the Ambulance Association are being made along with abiding by the contract.

11:22 a.m. adjournment by call of the Chair.

_________________________________________________  ________________________________________
Mark E. Wiley, Chair      Marney M Kast,
Board of Commissioners     County Clerk